



# SNOWDONIA NATIONAL PARK AUTHORITY

## The Minutes Book

Volume (26)

2021 – 2022



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**SNOWDONIA NATIONAL PARK AUTHORITY**



**THE MINUTES BOOK  
2021 – 2022**

**VOLUME (26)**

## **The Minutes Volume**

This volume contains the minutes of meetings of the Snowdonia National Park Authority 2021-2022.

	<b>Page Nos.</b>
<b>1. AUTHORITY MEETINGS</b>	
28 April 2021	1 – 9
9 June 2021 (AGM)	10 – 19
30 June 2021	20 – 21
13 October 2021	22 – 29
24 November 2021	30 – 31
8 December 2021	32 – 38
9 February 2022	39 – 45
<b>2. PLANNING &amp; ACCESS COMMITTEE</b>	
14 April 2021	46 – 53
19 May 2021	54 – 58
30 June 2021	59 – 62
8 September 2021	63 – 68
20 October 2021	69 – 74
1 December 2021	75 – 81
19 January 2022	82 – 86
2 March 2022	87 – 92
<b>3. STANDARDS COMMITTEE</b>	
3 September 2021	93 – 98
<b>4. PERFORMANCE AND RESOURCES COMMITTEE</b>	
14 July 2021	99 – 106
24 November 2021	107 – 112
23 March 2022	113 – 117

**SNOWDONIA NATIONAL PARK AUTHORITY**  
**WEDNESDAY 28<sup>th</sup> APRIL 2021**

Cynghorydd Wyn Ellis Jones (Chairman) (Conwy)

**PRESENT:**

**Members appointed by Gwynedd Council**

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

**Members appointed by Conwy County Borough Council**

Councillors Philip Capper, Ifor Glyn Lloyd;

**Members appointed by the Welsh Government**

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

**Officers**

Emyr Williams, G. Iwan Jones, Jonathan Cawley, Dafydd Edwards, Emyr Roberts, Helen Pye, Anwen Gaffey.

**In attendance**

Matthew Edwards, Nick Selwyn, Euros Lake, Sioned Owen – Audit Wales.

**Apologies**

Councillor Freya Bentham, Gethin Glyn Williams; Mrs. Sarah Hattle.

**1. Chairman's Announcements**

- (1) the Chairman advised that the meeting was subject to the new Covid-19 Regulations on how the Authority conducts its business, and that:-
  - a Notice of the Meeting had been published and the Agenda and reports were available on the Authority's website.
  - the meeting was not open to the public.
  - the meeting was being recorded to assist in verifying the minutes, but may be made available online at a later date.
- (2) the Chairman confirmed that Mr. Neil Martinson had formally resigned as a Welsh Government Member of the Authority and that a successor would be appointed later in the year.
- (3) the Chairman congratulated Catherine Mealing-Jones on her appointment as the new Chief Executive of Brecon Beacons National Park Authority, and also conveyed best wishes to Dafydd Gibbard following his appointment as Gwynedd Council's new Chief Executive.
- (4) the Chairman reported that Jo Worrall, the Authority's Head of Personnel, would soon be retiring from the Authority after 17 years of service. The Chairman, on behalf of Members, expressed his appreciation and thanks to Jo for her valuable service over many years.
- (5) the Chairman welcomed officers from Audit Wales to the meeting.

**Corporate Update**

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

- (1) Afon Eden and Uwch Gwyrfa SMS Projects had now been completed, on time and within budget. It was also noted that Members had recently received training on both of these projects.

- (2) New SMS Project - "Mawddwy Farmers Sustainable Habitats" - the former Uwch Gwyrfai Project Officer has been appointed to the post of Project Manager.
- (3) Members were updated on developments at Pen y Pass and were advised that it would not be possible to provide 6 monthly parking permits this year.
- (4) The Authority will be working with Gwynedd and Conwy County Borough Councils on the "Levelling up fund" for traffic management schemes – applications are to be submitted by the end of June.
- (5) Hardship Fund – the National Park Authorities had been included as part of the scheme and were now eligible for funding. The Chief Executive thanked Mr. Dafydd Edwards, Section 151 Officer, for his hard work on behalf of the three Welsh National Parks.
- (6) Seasonal Staff have been appointed as follows:-
  - Digital Communications Officer
  - Seasonal Car Park Attendant (Pen y Pass)
  - Seasonal Wardens: Y Bala, Dolgellau, Betws y Coed & Pen y Pass
- (7) Solar Panel work was now complete: the Authority was generating 40kw of electricity for use at HQ with the remainder being battery stored and any surplus then being transferred to the grid.
- (8) Sustainable Landscapes Sustainable Places 2020/21 Funding: Grant funding of £1,771,454 claimed, work to be completed by the end of May.
- (9) 2021/22 funding: bids of £900,000 had now been approved. This had been reported to Members at a recent meeting of the Members Working Group.
- (10) It was anticipated that Plas Tan y Bwlch would re-open mid-May, with Yr Ysgwrn re-opening in mid-June.

**RESOLVED to note the reports.**

**2. Public Question Time**

Members were informed that no public questions had been received.

**3. Declaration of Interest**

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

**4. Minutes**

The minutes of the Authority meeting held on 3<sup>rd</sup> February 2021 were accepted and the Chairman signed them as a true record.

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

Item 1 (3) – Chairman’s Announcements

In response to a question, the Chief Executive stated that Members had received a copy of the Minister’s response to the letter requesting the amendment of National Park purposes and the matter was being considered at the next meeting of the Members’ Working Group on 19th May 2021.

Item 2 – Corporate Update

The Chief Executive confirmed that the ‘Corporate Update’ will be included as a standard item on the Authority’s Agenda in future.

## 6. **Notice of Motion**

Submitted – A Notice of Motion by Councillor John Pughe Roberts

“That the Authority hereafter uses only the Authority’s Welsh name for the Authority and that this becomes relevant in any language i.e. ‘Parc Cenedlaethol Eryri’ and never uses ‘Snowdonia National Park’ again. The same should apply to Yr Wyddfa – never to use the name ‘Snowdon’ for it again”.

Arising thereon, a Member proposed a motion to proceed to the next item of business on the grounds that the matter was being addressed on page 76 (CC 4.5), page 106 (paragraphs 19 & 20) and page 113 (Performance and Resources Committee Minutes, dated 18<sup>th</sup> November 2020) where it was resolved to establish a Welsh Place Names Task and Finish Group, made up of three Members of the Authority. The Scrutiny Group has been tasked with progressing a pilot in partnership with the Welsh Language Commissioner and reporting back to the Authority. The motion was seconded.

The Director of Corporate Services advised that the proposer of the Notice of Motion had a right to respond to the motion to proceed before a vote was taken on the matter.

Councillor John Pughe Roberts advised that he was presenting the motion as instructed at a previous meeting. He provided examples of many inappropriate English translations of Welsh place names and felt it was time that the Authority took the lead on this matter rather than transferring the problem from one committee to another. He felt the status and future of the historic Welsh language should be protected because once lost, it would be lost forever. Cllr. Roberts stated that ‘Uluru’ had been accepted for Ayres Rock without any difficulties and asked Members to support his motion.

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

## 7. **Action Log**

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

Authority Meeting 04.07.18

Action Item 3 – Life+ Celtic Rainforest Project

This action was now complete and could be removed from the Action Log.

Authority Meeting 10.04.19

Action Item 12 – Europarc Youth Manifesto

and

Authority Meeting 09.12.20

Action Item 7 – Action Log

The Director of Corporate Services confirmed that the Youth Officer job description had very recently been considered by the Management Team and was awaiting minor amendments before being presented for evaluation.

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

## 8. **Annual Audit Summary**

Submitted – The Audit Wales Annual Audit Summary.

Reported – Mr. Nick Selwyn, Audit Wales, thanked Members for the invitation to attend. He presented the Annual Audit Summary and provided Members with background to the document, which was being published for the first time, and

which would replace the Annual Improvement Report. The report provides Members with a summary of the key issues, which were now brought together in one document, providing a sense of what was being reported, both nationally and locally, and which were of relevance to the National Parks.

The document highlights 3 main areas of the Authority's work, the audit of the Authority's financial statements for 2019-20, the discharge of responsibilities under the Local Government Measure 2009, and the Well-being of Future Generations Examination. There were also two national studies of relevance to the Authority, the 'Effectiveness of Local Planning Authorities' and 'Commercialisation in Local Government'. The Annual Audit Summary also identifies the work Audit Wales will undertake in 2020-21.

A Member referred to the report on 'Rough Sleeping in Wales – Everyone's Problem; No one's responsibility', which could have proved useful at a recent Planning Committee and should be noted.

Arising thereon, the Director of Planning and Land Management agreed to forward statistics to Mr. Tim Jones on decisions taken by Members contrary to officer recommendation.

**RESOLVED to note the report.**

## 9. **2020-21 Report on Resilience and Sustainable Services**

Submitted – Audit Wales 2020-21 Report on Resilience and Sustainable Services.

Reported – Nick Selwyn and Euros Lake gave a short presentation on the 2020-21 Report on Resilience and Sustainable Services and provided the background and key findings. The report outlined 3 proposals for improvement:-

- Review new ways of working in relation to governance, business continuity and remote working.
- Maximise the impact of grant funded projects towards progressing Cynllun Eryri.
- Building skills, knowledge and capacity by exposing officers to wider experiences.

Arising thereon, Nick Selwyn took the opportunity to thank the Chief Executive for his contribution to the Audit Wales Covid-19 learning project video which was now available on the Audit Wales website.

The Chairman thanked Audit Wales for their positive report and presentation and Members and officers discussed the following in detail:-

- paragraph 20 – it was agreed that the report would be improved by also acknowledging the Chairman's delegated powers.
- the challenge of retaining the Authority's workforce was recognised and would be addressed as part of future resilience work.

- Audit Wales noted that the Authority had recently revised its disposal and acquisition policy and confirmed it would form part of any future considerations.
- Members welcomed the Matrix in Appendix 2 of the report.
- a Member asked, in the light of past discussions on the need to better align the Authority's work with the Management Plan and other documents, whether the Audit Team had any views on this.
- Audit Wales officers noted that the Authority's success in securing grant funding and the use of the Project Toolkit meant it was well placed to allow officers to embed the legacy of grant work for the future. The Toolkit could also be used to reflect on the potential impact on others before any bids were made.
- in response to a question, Audit Wales reported that the review had been exactly the same for the three Welsh National Park Authorities. However, as one Authority was in the middle of a programme of change, Audit Wales had focused on this. The report was available on the Audit Wales website, and as it was already in the public domain, Audit Wales thought it inappropriate to discuss this further at today's meeting.
- in the light of the future governance review, Audit Wales advised that whilst there were opportunities to work with officers through the Members' Working Groups etc., the role of Members was to concentrate on strategic matters.

**RESOLVED to note the report.**

10. **2021 Audit Plan**

Submitted – The Audit Wales 2021 Audit Plan.

Reported – Matthew Edwards of Audit Wales presented the report outlining the work to be undertaken by Audit Wales over the coming year, including the audit of financial statements and performance audit work. The report also sets out the proposed timetable for the work and the estimated fees.

Nick Selwyn advised that as the Local Government Measure had now been repealed, the Authority would no longer be subject to the same level of audit of performance work. Audit Wales intends to undertake value for money and Well-being of Future Generations Act (Wales) 2015 examinations, and a proposed programme of work, with terms of reference, would be agreed with officers and presented to members in due course.

The Chairman, on behalf of the Authority, thanked Nick Selwyn, Euros Lake, Matthew Edwards and Sioned Owen for attending to present the reports.

**RESOLVED to note the contents of the 2021 Audit Plan.**

11. **Snowdonia National Park Authority Remit for 2021-22**

Submitted – The strategic remit letter from the Minister for Environment, Energy and Rural Affairs, for information.

Reported – The Chief Executive presented the remit letter and asked Members to note one amendment (4<sup>th</sup> paragraph on page 59) which should read, "... up to £2.7 million for the National Parks" and not £3 million as was mentioned in the original letter. He advised that it was not a reduction in real terms and that the 10% had been allocated to cover joint working by the Sustainable Landscapes programme. The letter also reflects the change in directorate for the National Park Authorities within Welsh Government.

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

- reference in the letter to creating hectares of new woodland each year, highlights the need for the Authority to establish a woodland strategy once the outcome of the Carbon Scrutiny Group is available. The Chief Executive stated that some of this work was included in the Corporate Work Programme and that a Seminar was being held to look at establishing more trees throughout Wales. There was also funding to survey old woodlands and the National Parks in Wales were currently working together to establish carbon targets.
- the letter was helpful in that it provided a steer for the Authority to reflect on how to adjust in the coming few years.
- a Member felt that the penultimate paragraph which states “to develop policies that ensure that people are able to live and work in their communities and that the Welsh language is able to thrive” was within the Welsh Government’s own control and future planning policies should support this. The Chief Executive agreed to forward Members’ views and discuss this with officers from the Welsh Government.
- the Chief Executive confirmed that all public bodies have agreed that the new Socio-economic Duty will be assessed in conjunction with the Equality Assessments, as one document.
- it was important to note that the Minister’s letter recognises that capacity issues hold the National Park Authorities back from achieving their full potential.
- whilst reference to the continued involvement of the National Parks in shaping the future direction of agriculture was to be welcomed, a Member asked whether there was an opportunity for the Welsh National Parks to deliver these schemes in the future. The Chief Executive confirmed that the National Parks had offered to help the Government plan in the first instance and to consider whether the National Parks were the appropriate bodies to undertake this work. Welsh Government and Natural Resources Wales were working with the Eryri Management Plan and this will be reflected in the area statements, although there was some concern there will be less money available.
- with regard to tree planting, a Member noted that most of the land within the Snowdonia National Park was in private ownership, any return on investment would involve commercial tree planting.

**RESOLVED to note the letter, for information.**

**12. (Draft) Corporate Work Programme 2021/22**

Submitted – A report by the Director of Corporate Services for Members to receive, discuss and adopt the (Draft) Corporate Work Programme as a working document for 2021-22.

Reported – The Director of Corporate Services presented the report and (Draft) Corporate Work Programme 2021/22 together with a copy of the Well-being Statement 2021-2026 and Well-being Objectives.

Members considered the Corporate Work Programme 2021/22 in detail and made the following observations:-

- Members felt the document was much improved and easier to understand than previously.
- in response to a question, the Director of Planning and Land Management stated that it was not possible to integrate the review of the LDP with the

Corporate Work Programme as the timings did not correspond, although creating new SPG's could filter into this work. The Director of Planning and Land Management confirmed that the LDP review programme will be presented to the Planning and Access Committee in July 2021.

- the Chief Executive confirmed that the Communications and Engagement Strategy was being presented to the next meeting of the Members' Working Group.
- Members and officers agreed to include the following within the Corporate Work Programme:-
  - 1) Responding to the Challenges of Climate Change – AC 2.5  
to make specific reference to the Authority's land management and peatland management work/policies and to emphasise that the Authority's work was more far reaching than just within its own property.
  - 2) Resilient Ways of Working Section – CW1  
to further develop our workforce and provide staff with every opportunity to develop to meet future challenges.

**RESOLVED subject to including the two amendments outlined above, to formally adopt the Corporate Work Programme as a working document for 2021-22.**

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

Reported – The Director of Corporate Services presented his report and apologised that the link in the pdf document did not work, but stated that the Annual Report was available for Members on the website.

**RESOLVED to note the report.**

14. **Members' Working Group Reports**  
Submitted – Reports of the Members' Working Group meetings held on 20<sup>th</sup> January and 3<sup>rd</sup> March 2021.

**RESOLVED to note the reports.**

15. **Calendar of Meetings**  
Submitted – A timetable of meetings for the period 2021/2022.

**RESOLVED to approve the timetable for 2021/22, as submitted.**

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

Mr. Owain Wyn - Dyfi Biosphere Partnership

- as an action group member over the last few months and following on from the 10-year review of the Biosphere, the challenge now was to ascertain whether the Biosphere was still a national priority in the light of the Well-being of Future Generations Act. There had been discussions with the First Minister in 2020, prior to the Covid pandemic, and a successful HLF bid will allow the partnership to decide how to move forward. The options were to bring the partnership to a

close, to continue as at present or to amend the partnership so that a 3<sup>rd</sup> sector organisation could take over the work. A report on the decision was awaited in June or July 2021.

- Ecodyfi have withdrawn the Summit to Sea rewilding project following strong opposition. Further discussions were now underway on how to proceed in the future.
- the secretariat of the Dyfi Biosphere Partnership had now transferred to the Authority and Ecodyfi have agreed to continue to support the partnership and provide the secretariat service on our behalf.
- Mr. Tim Jones, who attended as the Authority's representative in Mr. Owain Wyn's absence, reported on a very interesting presentation from Cwmni Bro.

#### Mr. Tim Jones

##### Website Focus Group Meeting

- Creo Company have been appointed and are currently working on the area around Snowdon with the aim of extending this work to other areas of the National Park in future.

##### Councillor Alwyn Gruffydd – Energy Island Programme Strategic Forum

- recently attended the first meeting convened since the White Paper was published before Christmas.
- Christopher Bowbrick, Department for Business Energy and Industrial Strategy advised upon the 10 key points.
- it was confirmed that Hinckley Point C was the only nuclear power station that was certain to be built due to financial difficulties with other projects.
- Wyn Roberts, Welsh Government, advised that companies from Australia and Canada were interested in developing radioactive isotopes, a nuclear medicine to treat cancer. No timetable or reasons why these companies were interested in establishing themselves in Trawsfynydd were given.

##### Councillor John Pughe Roberts – Southern Area Access Forum

Attended a recent meeting where discussions focussed on:-

- work on Barmouth bridge.
- presentation on the coastal path
- problems with 4 x 4 vehicles
- volunteer programme
- update on extending the railway into Bala Town from Julian Burley of Llanuwchllyn Railway

#### Mr. Wyn Elis Jones

- The Chairman and Chief Executive attended a recent meeting arranged by Gwynedd Council with colleagues from Slovenia, Park City and Jackson Hole, Utah to discuss sustainable tourism. They had dealt with similar increases in visitor numbers and also have low wages, expensive housing and seasonal jobs. Whilst there was no easy answer, it was agreed there was a need to develop a strategy and to consult with people.

**RESOLVED to thank the Members and note the reports.**

17. **Minutes**

Submitted - The minutes of the Performance and Resources Committee held on 18<sup>th</sup> November 2020, for information.

**RESOLVED to note the minutes.**

**The meeting ended at 12.05**

**SNOWDONIA NATIONAL PARK AUTHORITY  
ANNUAL GENERAL MEETING  
WEDNESDAY 9<sup>th</sup> JUNE 2021**

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

**Members appointed by the Welsh Government**

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

**Officers**

Mr. E. Williams, Mr. G.I. Jones, Mr. J. Cawley, Mr. D. Edwards, Mr. E. Roberts, Ms. Bethan Hughes, Ms. Helen Pye, Ms. Etta Trumper, Mrs. A. Gaffey.

**Apology**

Mr. Tim Jones.

As the AGM was being held remotely, the Director of Corporate Services

- outlined the procedure for electing a Chair and Vice-Chair for the Authority.
- stated that the meeting was subject to Covid-19 Regulations on how the Authority conducts its business, and
  - o that a Notice of the Meeting had been published and the Agenda and reports were available on the Authority's website.
  - o the meeting was not open to the public.
  - o the meeting was being recorded to assist in verifying the minutes, but may be made available online at a later date.

**1. Chairman**

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

**Councillor Wyn Ellis Jones was elected Chairman of the Authority.**

The Chairman thanked Members for their support.

**2. Vice-Chairman**

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

Councillor Annwen Hughes congratulated Councillor Wyn Ellis Jones on his appointment as Chairman and took up the invitation to address the meeting.

Councillor Ifor Glyn Lloyd thanked Members for putting his name forward but advised that he wished to withdraw his nomination. He took the opportunity to congratulate Councillors Wyn Ellis Jones and Annwen Hughes on their nominations.

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

The Vice-Chair thanked Members for their support.

### 3. **Chairman's Announcements**

- (1) the Chairman advised that Mr. Owain Wyn's term of office had been extended by the Welsh Government until the end of July 2022.
- (2) the Chairman confirmed that Councillor Freya Bentham had resigned from Gwynedd Council and, consequently, was no longer a Member of the Snowdonia National Park Authority. He took the opportunity to thank Councillor Bentham for her valued contribution to the work of the Authority over the past 4 years.
- (3) Members were advised of a recent meeting between the Chairman and Chief Executive of the Authority and the new Chief Executive of Gwynedd Council, Mr. Dafydd Gibbard, and Council Leader, Mr. Dyfrig Siencyn. Discussions had been very constructive and had focussed on tourism and future partnership working.
- (4) Members were reminded of the training being arranged for the 25<sup>th</sup> June 2021 (which was noted in the calendar of meetings as a Member Development Day).
- (5) the Chairman thanked officers for arranging the annual meetings with the Community Councils, which were held remotely. Feedback had been very positive.
- (6) the Chairman thanked the Communications and Engagement Team for designing the 'Eryri 70' badge to mark the Authority's 70<sup>th</sup> anniversary.

### 4. **Corporate Update**

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

- (1) the Europarc Federation Conference would be held remotely in 2021. The Chief Executive advised that he would present a report to the next meeting of the Performance and Resources Committee, for information.
- (2) Members were advised that the Welsh Government were currently not in a position to make an appointment to the Authority vacancy as the appointing unit have had to delay the start of the recruitment process until September/October, although they will appoint a member and a reserve member at that time.

### 5. **Public Question Time**

Members were informed that no public questions had been received.

### 6. **Declarations of Interest**

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

### 7. **Membership of the Authority**

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

Reported – The Chief Executive presented the report and asked Members to confirm that their contact details were correct as this information was published on the Authority's website.

Arising thereon:-

1. it was agreed that all Members should, in future, use their corporate email address. If Members required additional assistance in this regard, the Members Services Officer and the Information Systems Technician would assist Members in activating their corporate email address.

2. Councillors John Pughe Roberts, Philip Capper, Wyn Ellis Jones and Ms. Tracey Evans requested their contact details be amended to list their mobile telephone number rather than their home telephone number.

**RESOLVED to note the report.**

8. **Minutes**

The minutes of the Authority meeting held on 28<sup>th</sup> April 2021 were accepted and the Chairman signed them as a true record.

9. **Action Log**

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

Authority Meeting 10.04.19

Action Item 12 – Europarc Youth Manifesto

The Director of Corporate Services reported that this action had not been progressed due to staff illness. He assured Members that officers would proceed with this work presently.

In response to a question, the Chief Executive advised that the Director of Planning and Land Management was the lead officer on the Place Names Task and Finish Group. He confirmed that background work was underway and discussions had been held with the Welsh Language Commissioner. The Chief Executive believed the aim was to convene a meeting of the Group before the summer break.

**RESOLVED to note the Action Log as submitted.**

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

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

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

**RESOLVED**

1. **to appoint Members as follows:-**

(1) **COMMITTEES**

i) **Planning and Access Committee - All Authority Members**

ii) **Performance and Resources Committee - All Authority Members**

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

**Councillors Alwyn Gruffydd, Philip Capper; Mrs. Sarah Hattle.**

**+ 3 Independent Members**

(2) PANELS

- i) Single Status Grading Appeals Panel  
3 Members + 2 substitute Members to be drawn from the Standards Committee membership by the Standards Committee

(3) WORKING GROUPS

- i) Members' Working Group - All Authority Members
- ii) Local Joint Working Group  
Councillors Elwyn Edwards, Judith Humphreys, Ifor Glyn Lloyd; Mrs. Sarah Hattle.
- iii) Yr Ysgwrn Management Board  
Councillors Elwyn Edwards, Elfed Powell Roberts; Mr. Owain Wyn.
- iv) Plas Tan y Bwlch Management Board  
Councillor Judith Humphreys; Ms. Tracey Evans, Mr. Tim Jones.

(4) AUTHORITY ADVISORY COMMITTEES

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

(5) TASK AND FINISH GROUPS

- i) Centres  
Councillors Philip Capper, Alwyn Gruffydd, Wyn Ellis Jones, John Pughe Roberts, Gethin Glyn Williams.
- ii) Assets Sub-Group  
Councillors Philip Capper, Ifor Glyn Lloyd, Gethin Glyn Williams; Mr. Brian Angell, Mr. Tracey Evans, Mr. Owain Wyn.  
(In Reserve: Mr. Tim Jones)

- (iii) **Learning Strategy**  
Councillors Alwyn Gruffydd, Judith Humphreys, Ifor Glyn Lloyd;  
Ms. Tracey Evans, Mrs. Sarah Hattle.
- (iv) **Communication**  
Councillors Ifor Glyn Lloyd, Edgar Owen; Ms. Tracey Evans, Mr. Tim Jones.
- (v) **Europarc Youth Manifesto Group**  
Councillors Judith Humphreys, John Pughe Roberts; Ms. Tracey Evans.
- (vi) **Website Focus Group**  
Councillors Ifor Glyn Lloyd, Elfed Roberts; Ms. Tracey Evans, Mr. Tim Jones.
- (vii) **Traffic Management Task and Finish Group**  
Councillors Edgar Owen, John Pughe Roberts; Ms Tracey Evans.
- (viii) **Carbon Account Task and Finish Group**  
Councillor John Pughe Roberts; Mr. Brian Angell, Mr. Owain Wyn.
- (ix) **Place Names Task and Finish Group**  
Councillors Elwyn Edwards, Alwyn Gruffydd, Judith Humphreys.
- (x) **Governance Task and Finish Group**  
Councillor Ifor Glyn Lloyd; Mr. Tim Jones, Mr. Owain Wyn.
- (6) **OTHER BODIES**
  - i) **Trawsfynydd Stakeholder Group**  
Councillor Elfed Powell Roberts
  - ii) **Joint Council for Wales**  
Mr. Owain Wyn
  - iii) **National Trust, Beddgelert Local Liaison Committee**  
Councillor Alwyn Gruffydd
  - iv) **Campaign for National Parks**  
(The 3 Welsh National Park Authorities are represented by a Member of the Authority which holds the National Parks Wales Secretariat)
  - v) **The Alliance for Welsh Designated Landscapes**  
Councillor Wyn Ellis Jones
  - vi) **Welsh Local Government Association Council**  
Councillor Alwyn Gruffydd
  - vii) **Pen Llyn a'r Sarnau (SAC)**  
Councillor Annwen Hughes
  - viii) **Snowdonia Green Key Initiative Executive Group**  
Councillor Alwyn Gruffydd

- ix) **Energy Island Programme Strategic Forum**  
Councillor Alwyn Gruffydd
- x) **Dyfi Biosphere Partnership**  
Mr. Owain Wyn (In Reserve: Mr. Tim Jones)
- xi) **Cambrian Coast Railway Liaison Conference**  
Councillor Annwen Hughes

11. **Membership of the Standards Committee**

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

Reported – Members were advised that the term of office for Mrs. Rachael Leah Jane Davies and Mr. Martin James Hughes, as Independent Members of the Standards Committee, was due for renewal. Both Members had indicated they would be willing to serve a second term should the Authority agree to this.

**RESOLVED to re-appoint Mrs. Rachael Leah Jane Davies and Mr. Martin James Hughes as independent members of the Standards Committee for a further term, until 5<sup>th</sup> July 2025.**

12. **Annual Governance Statement 2020/21**

Submitted – A report by the Head of Administration and Customer Care to approve the Annual Governance Statement for signature by the Chairman and the Chief Executive.

Reported – The Head of Administration and Customer Care presented the report and the Annual Governance Statement 2020-21.

**RESOLVED to note the report and approve the Annual Governance Statement incorporating the Snowdonia National Park Authority’s Statement on Internal Control for the 2020/21 financial year.**

13. **Annual Report on Actual Treasury Management Activity 2020/21**

Submitted – A report by the Chief Finance Officer detailing the Authority’s Treasury Management activity during 2020/21, for information.

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

**RESOLVED to note the report, for information.**

14. **Arrangements for Authority and Committee Meetings**

Submitted – A report by the Director of Corporate Services for Members to agree arrangements for virtual meetings of the Authority and its committees.

Reported – The Director of Corporate Services presented the report in detail and advised upon the options available to the Authority. The Director of Corporate Services considered it was unlikely that all members of the Authority would travel to Plas Tan y Bwlch to physically attend meetings once all Covid restrictions were lifted. Accordingly, some form of “hybrid” arrangements needed to be established.

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

- Members welcomed proposals to allow the public access to future meetings so as to ensure that the Authority remains open and transparent. Gwynedd Council and Conwy County Borough Council were already implementing this.
- Members discussed the difference in quality of the interaction when Members were able to meet face to face and felt this should not be lost as the Authority moves forward. A Member stated that he would welcome a face-to-face meeting in the near future, if circumstances allowed, and further discussions on which meetings should be held in person could be considered at a later date.
- as some covid restrictions could be in place for another 12 months, officers were asked to consider whether Plas Tan y Bwlch was still suitable as a meeting venue or whether alternative locations, such as the Council Chambers, with more room to accommodate the public, should be considered.
- the Director of Corporate Services confirmed that a report with future options would be presented to Members in due course.
- as outlined in para. 2.8 of the report, a Member asked that in future, meeting Agendas should include a requirement for Members to join the meeting 15 minutes before the designated starting time so that any technical issues could be addressed.
- officers confirmed that the pandemic had resulted in a reduction in the Authority's carbon footprint, but any financial savings were relatively small.
- in response to a question on convening hybrid meetings and the cost of purchasing additional technical equipment, the Chief Finance Officer advised that all Authorities will be looking into upgrading their systems in future, and whilst the Welsh Government have grant funds for "opening-up" he did not think these would be available for the purpose of purchasing new technology.
- the Director of Corporate Services confirmed that as the Authority did not currently have the necessary equipment to hold hybrid meetings it would be investing in the technology for the future. He agreed on the need to trial one or two hybrid meetings over the summer months to resolve possible future problems and this would also be the case for webinar meetings.
- it was agreed that Members should be allowed to choose how they want to attend future meetings.

## **RESOLVED**

- 1. subject to noting Members observations, to approve the measures as outlined in Section 2 of the report.**
- 2. to include the requirement on the Notice of Meeting that Members should join the meeting 15 minutes before the designated time.**
- 3. to note the position as outlined in Section 3 of the report and to await a further report in due course.**

### **15. Annual Report of the Monitoring Officer**

Submitted – A report by the Director of Corporate Services to inform Members of complaints referred to the Ombudsman during the period 2020/21 and the work of the Authority's Standards Committee.

**RESOLVED to note the report, for information.**

16. **Members' Attendance**

Submitted – An information report by the Director of Corporate Services detailing Member attendance at Authority and Committee meetings from 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021.

Reported – The Director of Corporate Services presented the report and a Member asked whether this form of governance was still relevant as both the Welsh Government and Audit Wales measure performance, rather than attendance, and that it may be a matter for discussion at a future meeting of the Governance Task and Finish Group. Arising thereon, Members were reminded that, in future, they should inform the Members' Services Officer if they are unable to attend a meeting as a result of another commitment for the Authority.

**RESOLVED to note the report.**

17. **Communications and Engagement Strategy**

Submitted – A report by the Head of Engagement recommending the adoption of the final version of the Authority's new Communications and Engagement Strategy.

Reported – The Head of Engagement presented the Communications and Engagement Strategy and background and thanked Members for their input.

A member welcomed the proposal to seek revenue funding to engage apprentices to assist the communications officers and advised that this was working well for Gwynedd Council. The Member also advised that the Welsh Place Names Task and Finish Group had already started its work and took the opportunity to thank the Director of Planning and Land Management for his efforts.

Members thanked the Head of Engagement and her team for their excellent work and also recognised the improved effectiveness of Snowdonia's presence on social media.

**RESOLVED subject to noting that the Welsh Place Names Task and Finish Group had already started its work, to adopt the Communications and Engagement Strategy and approve its implementation.**

18. **The Volunteer Strategy 2021-2026**

Submitted – A report by the Volunteer and Well Being Officer to formally adopt the new National Park Volunteer Strategy 2021-2026.

Arising thereon, the Chairman took the opportunity to acknowledge the significant contribution of the volunteers.

**RESOLVED to adopt the Volunteer Strategy 2021-2026 and approve its implementation.**

19. **Welsh Language Standards**

Submitted – A report by the Head of Administration and Customer Care together with the Authority's Welsh Language Standards 2020/21 Monitoring Report.

Reported – The Head of Administration and Customer Care presented the report in detail and Members made the following observations:-

- Para. 2.10: a Member noted, for information, that Gwynedd Council experience similar problems and that sharing good practice could benefit the Authority. Also, as there was a need to monitor use of the Welsh language in the workplace, the Member asked how this was managed.

- in response, the Head of Administration and Customer Care advised that no formal monitoring was being carried out as the majority of staff were currently working from home and that working practices continue as before with no negative impacts on the language being identified. The Head of Administration and Customer Care would welcome guidance on any formal methods to monitor use of the language and was advised that research work was being carried out by Bangor University.
- the Head of Administration and Customer Care confirmed that the 5-year review of the Authority's Strategy for Promoting the Welsh Language was coming up, and whilst the current strategy had a target to increase the number of people who could speak Welsh in the Snowdonia National Park by 2% by 2021, it was impossible to directly link this to the Authority's work, and as such, was very difficult to measure. New guidance was being published by the Welsh Language Commissioner and the revised Strategy would be presented to Members in due course.
- the Head of Administration and Customer Care assured Members that the Authority fully supports employees who are learning Welsh, and that, under the current circumstances, there were online courses and many additional online opportunities available to develop language skills.
- a Member welcomed that the Authority works to a higher standard in regard to the Welsh language than many other organisations in Wales and the demography of the Authority's staff should silence any criticism with regard to all interviews being conducted in Welsh.

**RESOLVED subject to the above, to approve the report and authorise the Head of Administration and Customer Care to publish the Welsh Language Standards 2020/21 Monitoring Report on the Authority's website.**

20. **Members' Working Group Report**

Submitted – Report of the Members' Working Group held on 14<sup>th</sup> April 2021.

**RESOLVED to note the report.**

21. **Meetings of other Organisations**

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

Mr. Owain Wyn

Dyfi Biosphere Partnership

- received an update on recent work carried out by consultants engaged to provide the Partnership with its future direction. The general consensus was that the Partnership needs to better engage with local people especially the agricultural community and young people.
- the Partnership was still awaiting the outcome of the Central Government review although there were some positive signals. A full report will be released early in the Autumn.
- Councillor John Pughe Roberts has been appointed onto the newly established executive committee, made up of local residents, which will hopefully provide better ownership in future.

**RESOLVED to thank the Member and note the report.**

22. **Minutes**

The following minutes were submitted for information:-

- (1) Minutes of National Parks Wales Executive Meeting held on 20<sup>th</sup> November 2020.

In response to a question, the Chief Executive provided Members with an update on COP26 and the National Landscapes Partnership. Arising thereon, Members congratulated the Chief Executive on his election as Vice Chairman of the Partnership.

- (2) Minutes of the Performance and Resources Committee held on 24<sup>th</sup> March 2021.

Arising thereon, and in response to a question, the Chief Executive advised that the Head of Personnel had agreed to continue in her role for two days a week until September 2021.

23. **Other business**

**RESOLVED to call a special meeting of the Authority on 30<sup>th</sup> June 2021 to receive the “Revenue and Capital Outturn Report 2020/21”.**

**The meeting ended at 11.40**

**SNOWDONIA NATIONAL PARK AUTHORITY**  
**WEDNESDAY 30<sup>th</sup> JUNE 2021**

Councillor Wyn Ellis Jones (Conwy) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

Councillors Alwyn Gruffydd, Annwen Hughes, Judith Humphreys, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts;

**Members appointed by Conwy County Borough Council**

Councillors Philip Capper, Ifor Glyn Lloyd;

**Members appointed by the Welsh Government**

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

**Officers**

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

**Apologies**

Councillors Elwyn Edwards, Gethin Glyn Williams; Mr. Tim Jones.

**1. Chairman's Announcements**

- (1) the Chairman advised that the meeting was subject to the Covid-19 Regulations on how the Authority conducts its business, and that:
  - a Notice of the Meeting had been published and the Agenda and reports were available on the Authority's website.
  - the meeting was not open to the public.
  - the meeting was being recorded to assist in verifying the minutes, but may be made available online at a later date.
- (2) the Chairman advised upon a petition, presented by Elfed Wyn ap Elwyn with over 5,000 signatures, asking the Authority to support using the name 'Yr Wyddfa' only when referring to Wales' highest mountain and 'Parc Cenedlaethol Eryri' instead of 'Snowdonia National Park'. The petition had now been passed on to the Authority's Welsh Place Names Task and Finish Group for consideration. Councillor John Pughe Roberts took the opportunity to thank all who had signed the petition and supported his motion.
- (3) the Chairman reported that Mr. Dewi Jones had very recently retired after completing 50 years of service as a Voluntary Warden for the Authority. It was unfortunate that Members were unable to meet Mr. Jones to thank him in person, however, a letter had been sent, on behalf of Members, to thank Mr. Jones for his many years of service and wishing him a long and happy retirement.
- (4) Authority Membership: The Chairman advised that the Welsh Government appointing unit was about to start on the recruitment process. The Chairman thanked Mr. Owain Wyn for agreeing to assist the Welsh Government with this work. Also, Gwynedd Council was yet to appoint a successor to Ms. Freya Bentham.
- (5) the Chairman referred with sadness to the recent death of Mr. Gerald Williams, of Yr Ysgwrn, who's contribution to his community, the Snowdonia National Park and to Wales' cultural heritage was outstanding. The Chief Executive had personally contacted his widow Elsa, on behalf of staff and Members, to convey the Authority's sincere condolences.

## **Corporate Update**

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

- (1) there was a delay to the repair works at Hafod Eryri due to difficulties in transporting the materials to the summit. It had now been agreed that the work would be carried out early next year and funding has been set aside for this purpose.
- (2) following today's meeting, Members will be asked to complete an online survey to assist the Welsh Government in identifying skills that Members feel the Authority does not currently have.
- (3) Members were advised of a potential festival being arranged in 2022 and that the National Parks could be asked to contribute. Members may be asked to consider the matter further over the summer months.

## **2. Declarations of Interest**

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

## **3. Revenue and Capital Outturn Report 2020/21**

Submitted – A report by the Chief Finance Officer comparing, at service area level, the Authority's budgeted revenue and capital spending plans for 2020/2021 and the actual outturn expenditure for the year.

Reported – The Chief Finance Officer presented the report detailing the virements, transfers and carry-forwards of revenue and capital budgets, for formal approval. Members were asked to note one amendment to the Match Funding Reserve (para. 5.9) in that the SMS grant scheme project amount was now £7k and not the £53,964 as outlined in the report.

## **RESOLVED**

- 1. to note the contents of the outturn report and approve the virements in the revenue and capital budgets outlined in part 4 (as detailed in Appendix 1).**
- 2. to approve the transfers to and from earmarked reserves (£2,864,679 net movement) as outlined in the table under paragraph 4.2 and Appendix 3.**
- 3. to note the final position of directorates and services with regard to budgetary control (paragraphs 4.3 to 4.7 and Appendix 2).**
- 4. to approve the allocation of slippage and commitments (£233,455) in Appendix 4.**
- 5. to note that the surplus for 2020/21 financial year (£10,237) increases the Authority's General Balances (paragraph 5.2).**
- 6. to approve the Capital Financing Statement (part 6 and Appendix 5).**

**The meeting ended at 9.35**

**SNOWDONIA NATIONAL PARK AUTHORITY  
WEDNESDAY 13<sup>th</sup> OCTOBER 2021**

Councillor Wyn Ellis Jones (Conwy) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

Councillors Elwyn Edwards, Alwyn Gruffydd, Annwen Hughes, Judith Humphreys, Edgar Wyn Owen, Mike Stevens;

**Members appointed by Conwy County Borough Council**

Councillors Philip Capper, Ifor Glyn Lloyd;

**Members appointed by the Welsh Government**

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

**Officers**

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

**Apologies**

Councillors Elfed Powell Roberts, John Pughe Roberts, Gethin Glyn Williams; Mrs. Sarah Hattle.

The Director of Corporate Services advised that the meeting was subject to Covid-19 Regulations on how the Authority conducts its business, and that:

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

**1. Chairman's Announcements**

- (1) the Chairman welcomed Councillor Mike Stevens to his first Authority meeting.
- (2) the Chairman reported on the launch of the 70<sup>th</sup> Anniversary Arts Project at Pontio, Bangor on the 1<sup>st</sup> October. The National Poet of Wales, Ifor Ap Glyn, was commissioned to write a poem especially for this celebration and various artists have responded to the poem and Snowdonia National Parks' special qualities. The Chairman proposed that all Members should be given the opportunity to listen to the poem, possibly at a future meeting of the Members' Working Group.
- (3) the Chairman provided an outline of the events leading up to the anniversary and advised that a special journey was being arranged from the north of the Park to the south, with staff, volunteers, Members, and partners all taking part. The journey will finish in Aberdyfi, where there will be a small celebratory gathering to mark the anniversary.
- (4) the Chairman reminded Members that a short television series 'Pobl y Parc', following the stories of National Park residents and staff, would air on S4C starting on the 19<sup>th</sup> October 2021.
- (5) the Chairman advised that the Welsh Government has asked for annual Member assessments in future, rather than the customary two years. The process has now started for Welsh Government appointed Members. In

addition, the Welsh Government has asked for this to be extended to Local Authority Members. This matter will be further discussed by the Governance Task and Finish Group being convened mid-November 2021.

- (6) the Chairman confirmed that both City of Culture bids (City of Bangor and Conwy County) had been unsuccessful and took the opportunity to thank officers for their support.
- (7) the Chairman reported on the joint working between the Snowdonia National Park Authority and Gwynedd Council on sustainable tourism challenges. The meetings have been very beneficial and hopefully will achieve a good outcome for the future.

## 2. **Corporate Update**

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

- (1) an update report on the Parking and Transport Strategy was being presented to the Members' Working Group on the 20<sup>th</sup> October 2021.
- (2) the Chief Executive welcomed Councillor Mike Stevens to the meeting and confirmed that the Welsh Government were currently advertising for two new Members for the Authority - the closing date being the 28<sup>th</sup> October 2021. To assist the appointment process and encourage a greater diversity of candidates, Councillor Judith Humphreys and Mrs. Sarah Hattle have prepared short video presentations which are extremely useful.
- (3) Mr. Emyr Roberts, Head of Finance, will soon be starting a period of flexible retirement. Ms. Sian Owens has been appointed as the new Head of Finance and will be starting in post on the 1<sup>st</sup> November 2021.
- (4) also, Mr. Dafydd Edwards will be retiring from his role with Gwynedd Council but will remain as the Section 151 Officer for the National Park, which will provide the Authority with stability until June 2023. Mr. Edwards will remain responsible for the Gwynedd pension fund and will also be involved in establishing the North Wales Corporate Joint Committees.
- (5) Audit Wales, as part of their scrutiny of performance, will be undertaking a review of sustainable tourism with relevant Authority officers and Members.
- (6) Members were given advance notice that the Snowdon Mountain Railway Company will be undertaking substantial maintenance work on the railway track next year with the possibility that Hafod Eryri will remain closed for another year. Members will be provided with further details on the matter when available.

## 3. **Public Question Time**

Members were informed that no public questions had been received.

## 4. **Declarations of Interest**

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

## 5. **Minutes**

Subject to correcting the minutes of the 9<sup>th</sup> June 2021 as follows:-

Item No. 10 – Appointment of Members to serve on Committees, Panels, Working Groups and External Representation

Para. 5 (iii) to read Councillor Alwyn “Gruffydd”, and

Item No. 20 – Members' Working Group Report

To correct the Welsh minute to read “Cyflwynwyd – Adroddiad Gweithgor a

gynhaliwyd ar 14 Ebrill 2021”, the minutes of the Authority meetings held on the 9<sup>th</sup> June and 30<sup>th</sup> June 2021 were accepted and the Chairman signed them as true records.

6. **Matters for Information arising from the minutes dated 9<sup>th</sup> June 2021**

Item No. 14 – Arrangements for Authority and Committee Meetings

In response to a question, the Director of Corporate Services updated Members that the Information Systems Manager was looking at the rapidly changing technology to support hybrid meetings, but as Covid levels remain uncertain and both the software and hardware market was ever-changing, it may be of benefit to delay investing in the new technology for the time being. Arising thereon, a Member stated that he had attended a recent ‘hybrid’ meeting and that all the delegates had attended in person, which was something to bear in mind when investing in this new technology.

Item No. 22 – Minutes of National Parks Wales Executive Meeting

The Chief Executive, in response to a question, advised that the National Parks were not being invited to attend the Climate Change Conference COP26. The Chair of National Park Partnership with support from the Palladium Group, would represent the interests of UK’s National Parks at the Conference through site meetings. The three Welsh National Parks were currently in discussion with Palladium with regard to issues specific to Wales. The Chief Executive noted concerns that companies were buying up woodland/areas in order to manage their carbon footprint. Also, the Chief Executive was waiting on the outcome of a recent meeting with Welsh Government officers on this matter.

7. **Action Log**

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

Authority Meeting 10.04.19

Action Item 12 – Europarc Youth Manifesto and

Authority Meeting 09.12.20

Action Item 7 – Action Log

The Director of Corporate Services confirmed that the Youth Officer job description had been finalised and was awaiting evaluation by the Job Evaluation Panel prior to advertising the vacancy.

Authority Meeting 25.09.19

Action Item 8 – Budget Update

Assets Sub-Group

The Director of Corporate Services agreed to ensure that an update report is presented to Members in April 2022. Members were also advised that an appointment had now been made to the newly created Property Officer post.

Authority Meeting 09.12.20

Action Item 10 – Base Revenue Budget 2021/22

The Director of Planning and Land Management confirmed that an update report on Affordable Housing Commuted Sums Expenditure will be presented to the next meeting of the Planning and Access Committee on 1<sup>st</sup> December 2021.

Authority Meeting 03.02.21

Action Item 2 – Corporate Update

The Chief Executive advised that a report on staff terms and conditions was being presented to the next meeting of the Members' Working Group on 20<sup>th</sup> October 2021. This will be an opportunity for Members to consider whether to establish a day's leave on St. David's Day on a permanent basis.

**RESOLVED to note the updates to the Action Log.**

**8. 2021-22 Budget Update**

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

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

The Chairman took the opportunity, on behalf of Members, to thank both the Chief Finance Officer and the Head of Finance for their work over the years.

**RESOLVED**

- 1. to note the report.**
- 2. subject to increasing the estimated Authority underspend from £60k to £85k, to include the net saving on lines within the Corporate Management budget arising mainly from the vacant Administrative Assistant post.**
- 3. to confirm the transfers to/from reserves as outlined in paragraph 1.2 and the "Vired" column of the table in paragraph 3.1.**

**9. Draft Statement of Accounts 2020/21**

Submitted – The Chief Finance Officer's report for Members to note the contents of the draft Statement of Accounts and the arrangements for the period of inspection by members of the public.

Reported – The Chief Finance Officer presented the report and advised that the audited (and adjusted) Statement of Accounts will be presented to a Special Meeting of the Authority on the 24th November 2021, for approval.

Arising thereon, Members and officers discussed the following:-

- Members were reassured that the Welsh Government would not use the level of balances as a reason to reduce the budget as most Local Authorities had seen their balances rise due to both Covid 19, and receiving their grants late from the Welsh Government.
- arising thereon, the Chief Executive felt the main risk was for projects such as the sustainable landscapes schemes, due to lack of staff capacity, goods not being available and lack of contractors for hire. Projects financed by means of capital funds year on year do not allow the Authority to work in a strategic way as expected by the Welsh Government. He advised that Landscapes Wales were meeting with officers from the Welsh Government tomorrow to discuss funding issues and associated problems.
- the Chief Finance Officer further advised that a report on the review of Authority reserves would be presented to the Members' Working Group meeting on the

20th October 2021, although Members will not be required to make any decisions on the reserves until the Authority has received notice of its grant settlement in December 2021.

**RESOLVED to note the contents of the draft Statement of Accounts 2020/21.**

10. **Annual Report and Improvement Plan 2020-21**

Submitted – A report by the Director of Corporate Services to adopt the Annual Report and Improvement Plan and approve its publication by 31<sup>st</sup> October 2021. The Chairman’s report was also presented as a separate document for Members.

Reported – The Director of Corporate Services presented the report and the Annual Report and Improvement Plan. He advised that following the adoption of the Well-being Statement 2021 - 2026, the process had now changed, and this was the final time the Annual Report would be submitted in this format under the Local Government Measure.

Arising thereon, a Member asked that the Chairman’s report, in future, refers to ‘restoring nature’ under the heading “Helping the battle against climate change”.

**RESOLVED subject to noting the above, to adopt the Annual Report and Improvement Plan for 2020-21 and approve its publication by the 31<sup>st</sup> October 2021.**

11. **Scrutiny Panel Progress Report – Place Names**

Submitted – A report by the Director of Planning and Land Management summarising the Scrutiny Process on the protection and promotion of Snowdonia’s Place Names.

Reported – The Director of Planning and Land Management presented his report and welcomed the process which had followed clear methodology, as outlined in the report.

Arising thereon, Members and officers discussed the following:-

- the Chair of the Task and Finish Group took the opportunity to thank officers for their work and thanked Dr. Dylan Evans, Head of the School of Welsh at the University of Cardiff, and Dr. Eleri James, Development Officer with the Welsh Language Commissioner for their guidance.
- a Member of the Task and Finish Group reported that further work should include the use of information panels with maps showing the Welsh names.
- in response to a concern raised by a Member who had been unable to attend the Authority meeting, the Director of Planning and Land Management advised that as the methodology did not provide answers for dealing with place names that have more than one name in use, for example “Yr Wyddfa / Snowdon”, officers were awaiting further advice on the matter from Dr. Evans and Dr. James, possibly in December.
- a Member agreed that Welsh place names should take preeminence, but felt that some English names, that have been in use for a very long time, should be factored in and felt that the Authority had a role to play in the way it communicates this information.
- a Member noted that Welsh place names were centuries old and that English influence on Welsh place names only started around 170 years ago.
- in response to a question, the Chief Executive felt that due to the ongoing

nature of the work it should be transferred from the Scrutiny Panel to function as a Steering Group, meeting every few months, which would allow the work to continue and also be available to advise the Authority as necessary. The Governance Task and Finish Group will further consider the principle of transferring the role of a Task and Finish Group to a Steering Group.

- the Director of Planning and Land Management confirmed that Mei Macintyre Huws, Gwynedd Council's Welsh Place Names Officer had worked with the Scrutiny Panel and will continue to work with the Steering Group. Members agreed to extend the same invitation to Conwy County Borough Council to attend the Steering Group as required.
- the Director of Land Management stated that Dr. Eleri James hoped that in future, this methodology can be used by other Authorities throughout Wales.

## **RESOLVED**

- 1. to support the use of the methodology proposed by Dr Evans in arriving at a standardised list of place names to be used by the Authority in any official communication.**
- 2. the database of place names to be sent to the Commissioner's Place-names Standardisation Panel (starting with the 200 lakes that have already been assessed, but over time to include the full database).**
- 3. the Panel to receive further advice from Dr Evans and Dr James on the possible options that may be open to the Authority on how to address place names that have more than 1 name in common use – and relay this back to the Authority for approval.**
- 4. the Panel should discuss the best way for the place names in Snowdonia to be used and promoted, and report this back to the Authority for approval.**
- 5. given the continuous nature of this work stream, that the Scrutiny Panel be replaced by a Steering Group (with the same Membership) that can address these and any other issues relating to place names that are raised in the future, as and when requested.**
- 6. to extend an invitation to Conwy County Borough Council to attend the Steering Group as required.**

## **12. The Placemaking Charter**

Submitted – A report by the Planning Policy Officer for the Snowdonia National Park Authority to formally sign up to the Placemaking Charter.

Reported – The Planning Policy Officer presented the report and advised that the principles of the charter were already being implemented through the Eryri Local Development Plan and Cynllun Eryri and were adopted within Planning Policy Wales. Members were also advised that Brecon Beacons National Park Authority were in favour of the charter and that Pembrokeshire Coast National Park Authority have already signed up to the charter.

Arising thereon, Members and Officers discussed the following:-

- a Member noted that officers should be aware of how they implement the charter to ensure it does not create any additional obligations for applicants/ agents. The Planning Policy Officer confirmed that the charter did not create any additional obligations, as outlined in Appendix A of the report.
- in relation to Development Policy 18: The Welsh language and the Social and Cultural fabric of communities, the Planning Policy Officer advised that it was not

possible to make amendments to the charter at this time, although it would be possible to look at extending the principles of the charter when the Local Development Plan review takes place in 2-3 years' time.

## **RESOLVED**

- 1. to grant approval for the Snowdonia National Park Authority to sign the charter.**
- 2. to formally recognise the approach to implementing the charter to complement National and Local Planning Policies.**

### **13. Members' Working Group Report**

Submitted – Reports of the Members' Working Groups held on 19<sup>th</sup> May and 30<sup>th</sup> June 2021.

Arising thereon,

#### Members' Working Group held on 30<sup>th</sup> June 2021

The Chief Executive confirmed that he had made initial contact with the Chief Executives of the two Scottish National Park Authorities regarding their 3<sup>rd</sup> and 4<sup>th</sup> purposes and will hold further discussions prior to presenting a report to Members in due course.

## **RESOLVED to note the reports.**

### **14. Meetings of other Organisations**

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

#### Europarc (Virtual) Conference

- Ms Tracey Evans: was disappointed not to have benefitted from attending the Conference as there had been a number of technical issues.
- Councillor Judith Humphreys: did not suffer any technical problems and was grateful for the opportunity to attend the Conference. Cllr. Humphreys attended the "Spotlight on Youth" Workshop where discussions had focused on how to connect with young persons. All the National Parks, whilst acknowledging the same challenges in capacity, funding, and the pandemic, received an interesting presentation on a project from The Netherlands, where it was suggested that contact should start with primary school children. Another suggestion was that young people should be invited to meet face to face with Authority Members as part of the board, or possibly to establish a separate Youth Board. A buddy scheme could be established for young people who have been involved with the National Park and were about to leave, so that they could transfer their knowledge to a new young person. Also, the importance of connecting with youths from urban areas was discussed as was establishing an Europarc interns scheme. Cllr. Humphreys noted that Snowdonia was twinned with Triglav National Park in Slovenia, who were very keen on working with their young people and could provide opportunities for youth partnership work.
- Councillor Wyn Ellis Jones: suffered some technical issues coupled with the time difference which had created some problems. The presentations were very good, and it was interesting to note that countries throughout Europe had suffered from the same tourism problems as experienced in Snowdonia.

#### Councillor Annwen Hughes - Cambrian Coast Railway Liaison Conference

- had recently attended a virtual meeting on the 1<sup>st</sup> October 2021 where the Liaison Group Chair and Vice-Chair were appointed.
- Network Rail confirmed that 85%-90% of the railway service was now operational.
- maintenance work on the Barmouth bridge was continuing with a rail replacement bus service between Pwllheli and Machynlleth.
- the bridge was due to re-open on the 12th December 2021 and all the train stations closed due to covid will also be re- opened at that time.

#### Mr. Owain Wyn - Dyfi Biosphere Partnership

- although he had been unable to attend the meeting, Members were advised that an application had been submitted for Government support to establish a team to operate the partnership over a period of 3 years. If possible, a copy of the Ecodyfi Partnership bid would be circulated in due course.

**RESOLVED to thank the Members and note the reports.**

#### 15. **Minutes**

The following minutes were submitted for information:-

- (1) Minutes of National Parks Wales Executive Meeting held on 19<sup>th</sup> March 2021.
- (2) Minutes of the Performance and Resources Committee held on 14<sup>th</sup> July 2021.
- (3) Minutes of the Standards Committee meetings held on 3<sup>rd</sup> September 2021.

**The meeting ended at 11.35**

**SNOWDONIA NATIONAL PARK AUTHORITY  
WEDNESDAY 24<sup>th</sup> NOVEMBER 2021**

Councillor Wyn Ellis Jones (Conwy) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

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

**Member appointed by Conwy County Borough Council**

Councillor Philip Capper;

**Members appointed by the Welsh Government**

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

**Officers**

Mr. Emyr Williams, Mr. G. Iwan Jones, Mr. Jonathan Cawley, Mr. Dafydd Edwards, Mr. Emyr Roberts, Ms. Sian Owen, Mrs. Anwen Gaffey;

**In attendance**

Ms. Sioned Owen, Audit Wales

Mr. Derwyn Owen, Audit Wales

**Apologies**

Councillors Ifor Glyn Lloyd, Mike Stevens, Gethin Glyn Williams; Mrs. Sarah Hattle.

The Director of Corporate Services advised that the meeting was subject to Covid-19 Regulations on how the Authority conducts its business, and that:

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

**1. Chairman's Announcements**

The Chairman welcomed Ms. Sian Owen, the Authority's newly appointed Head of Finance, to her first Authority meeting.

**2. Corporate Update**

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

- (1) a meeting between the Minister for Climate Change and the Chairs and CEOs of the 3 Welsh National Park Authorities was being held this afternoon.
- (2) the recent Welsh Government advertisement had attracted 22 applications for the two Authority vacancies.

**3. Declarations of Interest**

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

**4. Statement of Accounts 2020/21**

Submitted – A report by the Chief Finance Officer for Members to:-

- i) receive and note the "ISA 260" report presented by Audit Wales
- ii) approve the post-audit Statement of Accounts, and

- iii) authorise the Chairman and the Chief Finance Officer to certify the Final Letter of Representation.

Reported – The Chief Finance Officer presented the report, the Statement of Accounts and the Final Letter of Representation. He advised that the challenges of the Covid-19 pandemic had resulted in the report being presented to a special meeting of the Authority today. He provided details of various minor amendments which had not changed the comprehensive income and expenditure statement, and also outlined one capital adjustment in the Balance Sheet, which arose from an in-year capital commitment of £23k being excluded. The Chief Finance Officer then welcomed Ms. Sioned Owen and Mr. Derwyn Owen from Audit Wales to the meeting to present their report.

Ms. Sioned Owen, Audit Wales, presented the Audit of Accounts report and advised upon key issues. She confirmed that the Auditor General would be presenting the Authority with an unqualified audit report and thanked the Authority's finance team for their assistance and co-operation. Arising thereon, Members were referred to para. 19 of the Audit of Accounts Report which stated that evidence had not been retained to demonstrate that during an upgrade of the servers, migration of financial data had been complete and accurately transferred. Further work was carried out and Audit Wales could now confirm that the matter had been resolved. Members and officers were asked to note the need to keep accurate records during data movement to ensure, in future, that all information is retained.

The Chief Finance Officer thanked the Audit Wales Officers for attending the meeting to present their report and also thanked Mr. Emyr Roberts for his work in preparing the Statement of Accounts for the final time.

Arising thereon, a Member made the following observations:-

- to welcome the progress made by the Authority to address inconsistencies in the financial statements and also to welcome the reduction in Audit fees.
- the Chief Finance Officer, in response to a question regarding the Gwynedd Pension Fund Investment Strategy, agreed to discuss the best way to provide Members with further information on the strategy, its direction, and the growing need to invest responsibly, with the Chief Executive.

The Chairman thanked Audit Wales and the Finance team for their work.

## **RESOLVED**

- 1. to receive and note the “ISA260” report presented by Audit Wales.**
- 2. to approve the Authority’s post-audit Statement of Accounts for 2020/21.**
- 3. to authorise the Chairman and the Chief Finance Officer, to certify the Letter of Representation.**
- 4. that the Chief Executive and the Chief Finance Officer further discuss options for providing Members with details of the Gwynedd Pension Fund Investment Strategy and direction.**

**The meeting ended at 9.40**

**SNOWDONIA NATIONAL PARK AUTHORITY  
WEDNESDAY 8<sup>th</sup> DECEMBER 2021**

Councillor Wyn Ellis Jones (Conwy) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

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

**Member appointed by Conwy County Borough Council**

Councillor Philip Capper;

**Members appointed by the Welsh Government**

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

**Officers**

Mr. E. Williams, Mr. G.I. Jones, Mr. J. Cawley, Mr. D. Edwards, Ms. Sian Owen, Mrs. A. Gaffey.

**In attendance**

Mr. Nick Selwyn, Audit Wales

Mr. Euros Lake, Audit Wales

**Apologies**

Councillor Ifor Glyn Lloyd.

The Director of Corporate Services advised that the meeting was subject to Covid-19 Regulations on how the Authority conducts its business, and that:

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

**1. Chairman's Announcements**

- (1) the Chairman welcomed Mr. Nick Selwyn and Mr. Euros Lake of Audit Wales to the meeting to present their report.
- (2) the Chairman advised that Mr Dewi Jones, Volunteer Warden with the Authority for 50 years, had recently retired and as there had been no opportunity for the Chairman to thank Mr. Jones formally for his outstanding service, a dinner had been arranged at Plas Tan y Bwlch on the 10<sup>th</sup> December.
- (3) the Chairman reported on a recent meeting between the three Welsh National Park Authorities and Julie James MS, Minister for Climate Change who is familiar with, and supportive of, the work of the National Parks and the Chairman was looking forward to working with the Minister in the future.
- (4) the Chairman reported that between 120 and 130 delegates had attended a recent Tourism Workshop, led by Roland Evans of Gwynedd Council. The Chairman thanked officers for arranging the successful workshops which will aid better understanding of tourism problems and hopefully help to find a balance between tourism, local residents, needs of local business etc.

- (5) the Chairman reported on a future meeting arranged with Llyr Gruffydd, Senedd Regional Member for North Wales.
- (6) the Chairman thanked the residents and staff who had contributed to the television series 'Pobl y Parc' which had recently aired on S4C, and which had shown Eryri in such a favourable light.
- (7) the Chairman also thanked all involved with the events arranged to mark the Authority's 70<sup>th</sup> Anniversary, which had been a great success, and he welcomed the opportunity to finally meet staff and members in person following easing of restrictions imposed due to covid.
- (8) the Chairman referred with sadness to the recent death of Mr. Peter Weston, former Welsh Government Member of the Snowdonia National Park Authority. He advised that a letter of condolence had been sent to the family on behalf of the Authority.

## 2. **Corporate Update**

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

- (1) the Chief Executive advised that interviews for the Welsh Government Member vacancies on the Authority had been postponed until the New Year.
- (2) work to develop the Authority's new website was still ongoing and staff would be proofing the system early in the New Year, prior to the site going live in March 2022.
- (3) a recent meeting with Julie James MS, Minister for Climate Change had been very positive and supportive of the work of the National Parks. The Minister outlined 3 strategic areas where officers of the three Welsh National Park Authorities should work together and these were, nature recovery, decarbonisation, and joint commissioning. Officers were reassured that the Welsh Government would finance any work which was over and above what the National Parks were currently expected to deliver.
- (4) the Chief Executive reported that Mrs. Jo Worrall, Head of Personnel, was retiring from her post at the end of the year. The Chief Executive took the opportunity, on behalf of Members, to convey the Authority's best wishes to Jo for a long and happy retirement. The Chief Executive confirmed that the Authority would commence recruitment for a new Head of Personnel in the New Year.

## 3. **Public Question Time**

Members were informed that no public questions had been received.

## 4. **Declarations of Interest**

Mr. Emyr Williams declared an interest in Item 14 on the Agenda but remained in the meeting while the matter was being discussed.

Mrs. Anwen Gaffey and Ms. Catrin Williams declared an interest in Item 12 on the Agenda but remained in the meeting and Ms. Sian Owen declared an interest in Item 12 on the Agenda and left the meeting while the matter was being discussed.

## 5. **Minutes**

The minutes of the Authority meeting held on 13<sup>th</sup> October 2021 were accepted and the Chairman signed them as a true record.

6. **Matters for Information arising from the minutes**  
Item No. 14 – Dyfi Biosphere Partnership  
Mr. Owain Wyn confirmed that a copy of the Ecodyfi Partnership bid was circulated to Members, as agreed.

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

Authority Meeting 09.12.20

Action Item 10 – Base Revenue Budget 2021/22

This action was now complete and could be removed from the Action Log.

Authority Meeting 03.02.21

Action Item 2 – Corporate Update

This action was now complete and could be removed from the Action Log.

**RESOLVED to note the updates to the Action Log.**

8. **Audit of Snowdonia National Park Authority’s assessment of 2020-21 performance**  
Submitted – The Audit of Snowdonia National Park Authority’s assessment of 2020-21 performance, for information.

Reported – Mr. Euros Lake, Audit Wales, presented the Assessment of 2020-21 Performance report. Members were asked to note that the Authority had met the requirement to publish the assessment before 31<sup>st</sup> October and had met the quality of the assessment from a public perspective. Also, as the Local Government Measure had now been dis-applied, Audit Wales would continue its audit work in accordance with The Well-being of Future Generations (Wales) Act 2015.

**RESOLVED to note the report.**

9. **Treasury Management – Interim Report 2021/22**  
Submitted – An oral report by the Chief Finance Officer, for information.

Reported – The Chief Finance Officer presented an oral report on Treasury Management and confirmed that the Authority’s funds and investments continued to be secure and that interest rates continued to be very low. He confirmed that the Treasury Management Strategy for 2022/23 would be presented to the Authority meeting in February 2022.

Arising thereon, the Chairman welcomed Ms. Sian Owen, the new Head of Finance to her first Authority meeting.

**RESOLVED to note the report, for information.**

10. **Base Revenue Budget 2022/23**  
Submitted – The Chief Finance Officer’s report for Members to note the Base Budget as estimated for 2022/23 and projected funding position, and to review the level of the Authority’s general balances and specific reserves. The Chief Finance Officer apologised for the delay in presenting the report to Members.

Reported – The Chief Finance Officer presented the report and background and advised that the final report will be presented to the Authority meeting in February 2022. Members noted that the Working Group on 20<sup>th</sup> October had agreed it would be reasonable to reconsider the reserves when the Welsh Government Settlement for 2022/23 was known.

**RESOLVED**

- 1. to note the report and the planned baseline budget for 2022/23 as outlined.**
- 2. to approve the levels of the Authority’s reserves.**

11. **2021/22 Budget Update**

Submitted – A report by the Chief Finance Officer to inform members of the revised budgets for 2021/22 and report on significant virements. The report also provides Members with an update on progress against revenue and capital budgets and the projected final position for the financial year.

Reported - The Head of Finance presented the report, summarising the revised revenue and capital budgets for the first seven months of the financial year, and provided further information on the detailed figures. The Head of Finance noted a correction to table 3.1 of the report which had been forwarded to Members prior to today’s meeting.

Arising thereon, following a question from a Member, the Chief Executive confirmed that the Welsh Government have agreed to cover up to 10% of the administration costs. He reminded Members that the Welsh Government have also agreed to change the funding of SLSP grant projects to a 3-year capital programme, as was reported to the Members’ Working Group on the 1<sup>st</sup> December 2021.

**RESOLVED**

- 1. to note the contents of the report.**
- 2. to confirm the transfers to/from reserves as outlined in paragraph 1.2 of the report.**
- 3. to confirm the ‘New Transfers (Virements)’ column as outlined in the table in paragraph 2.1 of the report.**

12. **Authority Resilience: Staff Terms and Conditions**

Submitted – A report by the Chief Executive for Members to discuss and agree staff terms and conditions and to authorise the Chief Executive to formally consult on the review of the pay bands/spine and report back to Members.

Reported – The Chief Executive presented the consultation report and background and advised that a further report would be presented to the Authority’s meeting in February 2022 for formal decision. The Chief Executive reported that he had discussed the possibility of creating joint posts with the other Welsh National Parks to support the delivery areas as outlined in para. 2.1 of the report, alongside the need to create local employment.

**RESOLVED**

- 1. to note the delivery areas that are identified for further support and/or development, and to identify resource for this purpose within the budget for 2022/23.**

2. to support the option of full-time posts wherever possible in project delivery and for the management team to consider this on a case-by-case basis.
3. to authorise the Chief Executive to formally consult on the review of the pay bands/spine and report back to Members.
4. if the pay bands are adjusted and members support the acknowledgement of being bilingual within the pay band, to retain the last pay point in any pay band to meet an agreed standard in Welsh and English for new posts and new recruits.
5. to support an additional discretionary day's leave for staff on St. David's day from 2022 onwards. Following consultation with the staff, to ask the Chair of the Authority to write to advise the Westminster Government and the Local Senedd Members of the Authority's decision to adopt St. David's day as a statutory holiday.

13. **Corporate Joint Committees (CJC)**

Submitted – A report by the Chief Executive for Members to consider and nominate a representative and reserve representative from the Authority to sit on the CJC board.

Reported – The Chief Executive presented his report and the Chief Finance Officer provided Members with detailed background.

Members considered the report and made the following observations:-

- whilst accepting the current situation, Members expressed some concerns.
- Members discussed the need for each CJC to agree its budget requirements and the various mechanisms for this as the levy allocation will need to be met by the Constituent Councils, and by the National Park Authorities in the case of the strategic planning function. The Chief Finance Officer advised that as the Welsh National Parks feature in each of the four regions in Wales, and unlike the Unitary Authorities, National Park Authorities were unable to raise additional income from council tax etc., a possible approach could be to base it on the number of planning applications processed.
- the Chief Executive was opposed to such a formula on the grounds that most applications within the National Parks were small domestic schemes with policies in place to protect the National Parks from major industrial developments. He noted that the CJC's have been established to deal with more strategic/industrial schemes.
- a Member asked whether the National Park Authorities should be represented on the Transport Sub-Committee as there was a danger of being overlooked under the current structure. In response, the Chief Finance Officer stated that current legislation only gives National Park Authorities representatives a vote on Planning matters, and that the Welsh Government's intention was to centralise some elements of the Councils' existing Transport services. He also believed that access to the Transport Sub-Committee without a vote would readily be granted by the CJC if the National Park Authorities showed an interest.
- a Member stated that as Local Government Elections were only 5 months away any decisions taken now could be seen as being untimely.
- in response to a question, the Chief Executive advised that representation on the CJC's will be confirmed annually at the Authority's Annual General Meeting.

**RESOLVED**

1. to note the report.
2. to nominate the Authority Chairman to represent the Authority on the CJC Board with the Vice Chair in reserve.

14. **National Parks Partnerships**

Submitted – A report by the Chief Executive for Members to confirm that the Authority continues as a member of National Parks Partnerships (NPP) and the Communications Unit, to be funded from existing baseline commitment and any balance financed from reserves.

Reported – The Chief Executive advised that he had been required to declare an interest in the item on the grounds that he was a member of the NPP board and represents the three National Parks in Wales on the Partnership.

The Chief Executive presented the report and background. He advised upon the current baseline funding commitment and the need to identify a further £10k from Authority reserves, should Members support the recommendation to continue as members of the National Parks Partnerships and Communications Unit for a further period of 3 years.

Arising thereon, Members and officers discussed various commercial relationship concerns and the Chief Executive advised that some investigations were underway.

**RESOLVED**

1. to note the report.
2. to authorise the Authority to continue as a member of the National Parks Partnerships and the Communications unit for a further period of 3 years, funded from existing baseline commitment and with any balance financed from reserves.

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

Submitted – A report by the Director of Corporate Services to provide an annual summary of the Authority's Risk Profile.

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

**RESOLVED to note the contents of the report, for information.**

16. **Members' Working Group Reports**

Submitted – Reports of the Members' Working Groups held on 8<sup>th</sup> September and 20<sup>th</sup> October 2021.

**RESOLVED to note the reports.**

17. **Meetings of other Organisations**

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

Mr. Owain Wyn - Dyfi Biosphere Partnership

- had attended a recent meeting of the Dyfi Biosphere Partnership, the only biosphere in Wales. Following a recent review, the partnership was awarded biosphere status for a further 10-year period. Members were advised that some organisations had withdrawn their applications for biosphere status which may affect the viability of the status in future.

- a request has been made to the Welsh Government for long term funding. A recent meeting scheduled with Julie James AS was cancelled due to other commitments and it was hoped to rearrange the meeting soon.
- Members were advised of the biosphere's aim to integrate activities with the 'Summit to Sea' project and the Leader project 'Tyfu Dyfi', which supports farmers in objectives such as carbon-neutral farming, local food marketing and sustainable farming schemes etc.

Councillor Alwyn Gruffydd – WLGA and Ynys Ynni

- Councillor Gruffydd had been unable to attend the two most recent meetings of WLGA and Ynys Ynni due to clashes with other meetings of the Authority and Gwynedd Council and Members will be provided with detailed reports when they next meet.

**RESOLVED to thank the Members and note the reports.**

18. **Minutes**

The minutes of National Parks Wales Executive Meeting held on 19<sup>th</sup> March 2021 were submitted for information.

**RESOLVED to note the minutes.**

19. **Extension to the Insurance Contract**

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

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

**RESOLVED that the 'Extension to the Insurance Contract' report be exempt from disclosure for the reasons outlined in the report.**

20. **Extension to the Insurance Contract**

Submitted – A report by the Chief Finance Officer requesting that Members recommend an extension to the Authority's present insurance agreement.

Reported – The Chief Finance Officer presented the report and background which Members considered in detail.

**RESOLVED to favour the 2-year option and approve the extension of the existing insurance contracts for a period up to 31<sup>st</sup> March 2024.**

The Chairman thanked both staff and Members for their work and wished everyone a Merry Christmas and a Happy New Year.

**The meeting ended at 11.40**

**SNOWDONIA NATIONAL PARK AUTHORITY  
WEDNESDAY 9<sup>th</sup> FEBRUARY 2022**

Councillor Wyn Ellis Jones (Conwy) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

Councillors Elwyn Edwards, Alwyn Gruffydd, Annwen Hughes, Judith Humphreys, Edgar Wyn Owen, Mike Stevens, Gethin Glyn Williams;

**Members appointed by Conwy County Borough Council**

Councillors Philip Capper, Ifor Glyn Lloyd;

**Members appointed by the Welsh Government**

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

**Officers**

Mr. Emyr Williams, Mr. G. Iwan Jones, Mr. Jonathan Cawley, Mr. Dafydd Edwards, Ms. Sian Owen, Ms Anwen Gaffey;

**In attendance**

Mr. Nick Selwyn, Audit Wales.

**Apologies**

Councillors Elfed Powell Roberts, John Pughe Roberts.

The Director of Corporate Services advised that the meeting was subject to Covid-19 Regulations on how the Authority conducts its business, and that:

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

**1. Chairman's Announcements**

- (1) The Chairman referred to two meetings of the North Wales Corporate Joint Committee held on the 14<sup>th</sup> and 28<sup>th</sup> January 2022. Councillor Dyfrig Siencyn (Gwynedd Council) was elected to the Chair at the first meeting and agreement on the budget was made at the second meeting. The Chairman confirmed that the levy for the Snowdonia National Park Authority for 2022/23 would be £3,140.
- (2) The Chairman noted that it was now two years since the Authority had met in person at Plas Tan y Bwlch and took the opportunity to thank all the Authority's staff for adjusting so well to new working practices under difficult circumstances.
- (3) Following two recent meetings of the Sustainable Tourism Workshop, the Chairman took the opportunity to thank the organisers, and all those who had taken part for their contribution.

**2. Corporate Update**

Received – The Chief Executive provided an oral update on the following:-

- the Chief Executive confirmed that interviews for the Welsh Government Member vacancies on the Authority had been held and that the Minister's

decision on the appointments was awaited. The current vacancy will be filled immediately, with the other appointment starting at the end of July 2022.

- the Chief Executive advised that arrangements were in place for staff who come in contact with the farming community to receive mental health training from the Tir Dewi charity, set up to support farmers and their families.
- the Chief Executive referred to numerous correspondence received by members and officers with regard to footpath work in the North of the National Park, which had divided opinions. The Chief Executive advised that in future the Management Team would be notified of all proposed footpath work prior to commencement and that a report would be presented to Members in due course to consider issues such as how to prioritise the work, the necessary standards, consulting requirements etc.
- the Chief Executive advised that over 120 delegates from local communities had signed up to take part in the Traffic and Parking Webinar on 16 February 2022.
- an online presentation had been arranged on the 18<sup>th</sup> February 2022 for Members and officers to receive the results of the Residents and Visitors Survey 2021.

### 3. **Public Question Time**

Members were informed that no public questions had been received.

### 4. **Declaration of Interest**

Ms Anwen Gaffey and Ms Catrin Williams (translator) declared an interest in item 13 on the Agenda but remained in the meeting. Ms. Sian Owen and Ms Gwen Aeron (communications officer) declared an interest in Item 13 on the Agenda and left the meeting while the matter was being discussed.

### 5. **Minutes**

The minutes of the Authority meetings held on 24<sup>th</sup> November and 8<sup>th</sup> December 2021 were accepted and the Chairman signed them as true records.

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

There were no matters arising.

### 7. **Notice of Motion**

Submitted – A Notice of Motion by Mr. Owain Wyn, which states that the Well-being of Future Generations Act 2015 places a duty on public bodies to consider the wellbeing goal of “achieving a Wales with a vibrant culture where the Welsh language thrives” whilst adopting the five ways of working to realise this ambition.

Mr. Wyn presented the motion and explained that he felt it was timely to consider these matters now as the Authority’s membership was about to change, and the results of the census were imminent and would provide a good evidence base.

In noting the context as set out:-

It was “proposed that Members call on the Authority and its partners to respond positively to the challenges by:-

1. Developing a clear vision of how the Snowdonia National Park Authority can play its part in the national language revival by building upon a better understanding of the local situation to drive policy interventions and create conditions that will increase the number of people able to speak Welsh and boost its everyday use in Eryri;
2. At the appropriate time ensuring that the next versions of the Authority’s key documents (the Local Development Plan, Cynllun Eryri, our Wellbeing

Statement and the Welsh Promotion Strategy) are appropriately aligned with and support that vision.”

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

- the Chief Executive felt the answer had already been identified in the Member’s opening statement. He advised that the Gwynedd and Anglesey Public Service Board work streams already encompass this, although this was not the case in Conwy and Denbighshire PSB.
- the Director of Planning and Land Management welcomed the motion and agreed that more work was needed to support and protect the Welsh language. This work will be incorporated into the review of the Local Development Plan, which commences this year, and sub-groups of Members and officers will be established at that time. The Director of Planning and Land Management also advised that the matter was high on Grwp Cynefin’s agenda and highlights the importance of bringing partners into the discussion.
- Members welcomed the motion and fully supported its content.
- in response to a question, the Director of Planning and Land Management confirmed that the Authority had submitted a response to all the recent Welsh Government consultations, summaries of which were presented to Members at a recent meeting of the Planning and Access Committee.
- Members agreed that the Senedd’s vision for the Welsh language was welcome and that the motion was extremely timely. The Authority now needs to work with its partners and its communities to decide how to make this proposal a reality.
- Members and officers agreed that the motion should initially be considered at a meeting of the Members’ Working Group prior to establishing further sub-groups as required.

**RESOLVED to welcome the motion and await a further report to a meeting of the Members’ Working Group in March or April 2022.**

## 8. **Action Log**

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

Authority Meeting 10.04.19

Action Item 12 – Europarc Youth Manifesto

This action was now complete and could be removed from the Action Log.

Authority Meeting 08.12.21

Action Item 12 – Authority Resilience: Staff Terms and Conditions

This action was now complete and could be removed from the Action Log.

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

## 9. **Annual Audit Summary 2021**

Submitted – The Audit Wales Annual Audit Summary 2021.

Reported – Mr. Nick Selwyn, Audit Wales, presented the report and provided Members with a summary of the key issues.

Members considered the report and made the following observations:-

- in response to a request from the Chairman, Mr. Nick Selwyn agreed that future reports will include a summary statement on the difference between earmarked reserves and useable reserves.
- the Chief Finance Officer confirmed that general balances are held at between 3% and 5%, which varies based on the risks the Authority faces.
- Mr. Nick Selwyn advised that Audit Wales had recently published their 'Data Tool' which compares financial data for each Council, National Park and Fire and Rescue Authority in Wales. He was happy to provide colleagues with a link to forward to Members who may find this useful.

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

10. **The Authority's Budget and Levy on Constituent Authorities 2022/23**

Submitted – A report by the Chief Finance Officer requesting approval of the 2022/23 revenue and capital budgets and to raise levies on constituent authorities on the basis of the Welsh Government's draft grant allocation figure for the Authority.

Reported – The Chief Finance Officer presented the report and advised Members of the amendments made since the report was presented to the Authority on the 8<sup>th</sup> December 2021, as outlined in Appendix 1 of the report.

Members considered the report and discussed the following:-

- in response to a question, the Chief Finance Officer confirmed that the 1.75% pay increase from April 2021 was included in the 2021/22 budget and remained unchanged from that presented to Members in December 2021. The 4% increase in the 2022/23 budget is an estimate of the April 2022 pay agreement, and in the context of the latest inflation rates, that figure has been increased since the 2022/23 budget was considered in December.
- a Member asked whether the 10% increase in the core revenue budget had allowed the Authority to regain some of its losses. The Chief Executive advised that the Authority had not regained its losses, but Welsh Government were aware that the Authority had not been granted an inflationary rise and that a bid for this will be made, with further discussions likely for the future.

**RESOLVED**

1. **to note the contents of the report.**
2. **to approve the revenue and capital budgets for 2022/23 as set out in the report and appendices.**
3. **to authorise levies to be raised on the two constituent councils to a total amount of £1,373,262 in accordance with paragraph 6.3 of the Chief Finance Officer's report.**

11. **Capital Strategy 2022/23**

Submitted – The Chief Finance Officer's report to approve the Capital Strategy for 2022/23 and the recommendations relating to the Prudential Code.

Reported – The Chief Finance Officer presented the report and asked Members to note a correction in para. 3.2 of the Welsh version, which should refer to the 2022/23 financial year. The Chief Finance Officer thanked the Head of Finance for preparing the high quality financial reports, for the first time since being appointed. The Chairman also thanked the Head of Finance on behalf of Members.

## **RESOLVED**

1. to note that there was no intention to borrow monies for capital purposes, however, the limitations below were recommended on a prudent level as a precautionary measure in case of an emergency or need for expenditure at short notice.
2. to approve the present Authorised Borrowing Limit of £500,000 for 2022/23, and an Operational Boundary of £100,000.
3. that no limit be placed on the proportion of interest payable at a variable rate.
4. to adopt the Capital Borrowing Strategy for 2022/23 as outlined in para. 3.2 of the report and note the content relating to the Prudential Code (see tables under paras. 2.2, 3.3 and para. 7.1 of the report).
5. to adopt the Investment Strategy for 2022/23 as outlined in paras. 3.5 to 3.14 of the report, and note the institutions listed in para 3.7.

### **12. Mid-Term Financial Plan (MTFP) 2022/23 – 2025/26**

Submitted – A joint report by the Chief Executive and the Chief Finance Officer, for information.

Reported – The Chief Executive presented the report, which has been prepared over the last 4-5 years as an easy-to-understand working document and outlined the main points for Members.

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

- the Chief Finance Officer recognised the difficulties faced by the Chief Executive and the Head of Finance in preparing the MTFP and making projections in the light of current uncertainties.
- a Member asked whether a timetable had been set for resolving the future of Plas Tan y Bwlch and noted his concerns that running the Centre as a bed and breakfast business was not a National Park objective. The Chief Executive advised that the Business Plan was yet to be agreed and that once figures were available there would be further meetings to discuss the Centre's position.
- in response to a question with regard to Hillside, Aberdyfi, the Director of Corporate Services advised that Geldards have provided an estimate of the cost, but he was not in a position to report on the matter at this time. He assured Members that the Authority would be able to meet the costs without affecting other services.
- in response to a suggestion that mid-term financial planning should be referred to in the Authority's Risk register, the Chief Finance Officer felt it would be difficult to condense the information for inclusion in the register. The Chief Executive suggested amending the wording of the first risk and advised that in future, the Authority will be notified of its baseline budget for the term of the Government.

**RESOLVED to note the report and approve the Mid Term Financial Plan as a working document.**

13. **Authority Resilience: Staff Terms and Conditions**

Submitted – A report by the Chief Executive for Members to consider responses to the Staff and Trade Union Consultation on:

- i. adjustments to salary bands
- ii. acknowledging bilingualism
- iii. an extra day's leave on St. David's Day, and

for Members to formally consider and agree changes to staff terms and conditions for implementation.

Reported – The Chief Executive presented the report and appendices and provided Members with the background to the report.

Members considered the report and made the following observations:-

- a Member asked whether the Authority should seek an independent review on the Authority's salary levels at some time in the future? The Chief Executive advised that Members had agreed to the review being undertaken by an independent public sector organisation that understood the pay process. In addition, the Chief Executive stated that initially the aim was to assist the Authority in appointing to professional posts, but it was now difficult to recruit at all levels, and the position will need to be reassessed in the next two years.
- with regard to supporting staff who learn the Welsh language, a Member suggested having a system in place to recognise success, such as an award or kite mark etc.
- the Chief Executive referred to para. 6.1 of the report and noted the need to review the effectiveness of the policy at the end of 5 years.
- a Member recommended that the Chief Executive should contact the media to advise of the Authority's decision to adopt a discretionary day's leave for Saint David's Day from 1<sup>st</sup> March 2022 onwards.
- in response to a question, the Chief Executive stated that an annual report is presented to the Performance & Resources Committee outlining the Authority's Pay Policy which includes information on the national living wage and gender equality issues. Members will, therefore, be able to further discuss this matter at a future meeting of the Performance and Resources Committee.
- with reference to para. 6.2, Members agreed that the Chairman should convene a meeting of nominated Members to assess the capacity/role of the Management Team.

**RESOLVED**

1. **to note the contents of the report and response to the consultation.**
2. **to approve adjustment in the Authority's pay bands by two pay points (upwards) on the pay spine as identified in paragraph 6.1.**
3. **to approve an additional discretionary day's leave on Saint David's Day from 1<sup>st</sup> March 2022 onwards – the Chief Executive to issue a press release notifying the media.**
4. **to approve the retention of the last pay point in any pay band subject to attaining an agreed standard in English and Welsh as identified in paragraph 6.1.**

5. **the Authority Chairman to convene a meeting of Members to consider the capacity/role of the Management Team. The following Members were nominated:-  
Councillors Annwen Hughes, Alwyn Gruffydd, Elwyn Edwards;  
Mr. Owain Wyn, Mr. Tim Jones and Ms Sarah Hattle.**

14. **Working Group Report**

Submitted – The report of the Members' Working Group meeting held on 1<sup>st</sup> December 2021.

Arising thereon,

Item 5 – Sustainable Landscapes Sustainable Places (SLSP) 2022/23

In response to a question, the Chief Executive stated that confirmation was still awaited due to the grant settlement remaining unconfirmed and that the announcement was due in the second week of March 2022.

**RESOLVED to note the report.**

15. **Meetings of other Organisations**

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

**The meeting ended at 11.35**

**SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE**  
**WEDNESDAY 14<sup>th</sup> APRIL 2021**

Councillor Elwyn Edwards (Gwynedd) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

Councillors 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**

Councillor Wyn Ellis Jones, Ifor Glyn Lloyd;

**Members appointed by the Welsh Government**

Mr. Brian Angell, Mrs. Sarah Hattle, Mr. Tim Jones, Mr. Owain Wyn;

**Officers**

Mr. G. Iwan Jones, Mr. Jonathan Cawley, Mrs. Jane Jones, Mr. Aled Lloyd, Mr. Richard Thomas, Mrs. Sara Thomas, Mrs. Iona Roberts, Ms. Alys Tatum, Mrs. Anwen Gaffey.

**Apologies**

Councillors Freya Bentham, Philip Capper; Ms. Tracey Evans.

1. **Chairman's Announcements**

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

- a Notice of the Meeting had been published, and the Agenda and reports were available on the Authority's website.
- the meeting was not open to the general public.
- the meeting was being recorded and will be available on the Authority's website.

2. **Declarations of Interest**

The Members appointed by Gwynedd Council declared a personal and prejudicial interest in item 6 (2) on the Agenda, under paragraph 10 (2) (a) (ix) (aa) and 12 (1) of the Code of Conduct for Members, but took part in the meeting, relying on the dispensation granted by the Standards Committee on 16<sup>th</sup> October 2020.

3. **Minutes**

The minutes of the Planning and Access Committee meeting held on 3<sup>rd</sup> March 2021 were accepted and the Chairman signed them as a true record.

4. **Inspection Panels**

**Submitted** – A report by the Director of Planning and Land Management seeking authority to resume normal operation of Inspection Panels following Covid restrictions.

**Reported** – The Director of Planning and Land Management presented the report and background.

**RESOLVED** that Inspection Panels should revert back to their original number of up to 9 Members, provided that:-

- i) additional safeguards of social distancing, face masks and hand sanitisation are followed.
- ii) Members should only enter the outside of private property where it is safe to do so (and the landowner allows this), and not to enter any buildings.
- iii) there was no obligation on Members to attend if they felt unsafe doing so on health and safety grounds.

5. **Planning Policy Update – Future Wales and Planning Policy Wales Edition 11 Submitted** – A report by the Planning Policy Officer to inform Members of the newly published Future Wales National Development Framework and Planning Policy Wales Edition 11, the new national planning policy document.

**Reported** – The Director of Planning and Land Management presented the report and advised that Future Wales now forms part of the Statutory Development Plan alongside the Local Development Plan. He confirmed that officers had assessed all the applications being presented today against this document.

Arising thereon, a Member raised concerns that Future Wales made no reference to the Welsh language and culture and that a regional growth area along the A55 corridor would not support rural communities. The Director of Planning and Land Management stated that the Authority had already presented its response to the consultation document and that Future Wales had now been adopted and was available to download on the Welsh Government website. He advised that following publication of Future Wales, the Welsh Government had taken the opportunity to update and revise Planning Policy Wales Edition 11. He confirmed that Authority Members would be invited to attend a joint training session on these matters, with Gwynedd Council, once the arrangements were finalised.

**RESOLVED** to note Future Wales as the new national development framework and Planning Policy Wales Edition 11 as Wales' current national planning policy. Future Wales forms part of the development plan as referred to by 38(6) of the Planning and Compulsory Purchase Act 2004. Planning Policy Wales Edition 11 is a material consideration when assessing planning applications and appeals.

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

Please see the Schedule of Planning Decisions attached.

7. **Delegated Report on the re-consultation of the Regional Technical Statement (RTS)**

**Submitted** – A report by the Minerals and Waste Officer for Members to approve the recommendations as outlined. Members were asked to note a correction in the report in that reference to Planning Policy Wales 10 should now be PPW 11.

**Reported** – Mr. Dafydd Gareth of Gwynedd Council presented the report and background. He advised that the review of the RTS usually required approval by each of the appropriate North Wales Region Councils to permit its publication, but on this occasion the RTS has already received Ministerial approval because of the upcoming elections. He confirmed that the RTS would not impact on the National Parks and that their position remains unchanged.

Arising thereon, and in response to a request from a Member, the Minerals and Waste Officer agreed to ascertain if the Aggregates Regional Technical Statement Members' Group was still in existence.

**RESOLVED** to accept the recommendations set out in the RTS relating to the strategic provisions required for planning for the supply of construction aggregates.

8. **Update Reports**

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

Please see the Schedule of Planning Decisions attached.

9. **Pre-Application Fees**

**Submitted** – A report by the Director of Planning and Land Management to remind Members of the current procedure and to extend the scheme of charges for pre-application site visits to include Listed Building Advice.

**Reported** – The Director of Planning and Land Management presented the report which Members considered in detail.

**RESOLVED**

1. to approve the charge of a fee of £100 incl. VAT for any site visit relating to Listed Building Consent pre-application advise.
2. that in future, to delegate authority for setting fees for pre-application advice to officers.

10. **Delegated Decisions**

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

Arising thereon,

NP2/16/159C – Ty Mawr, Prenteg

In response to concerns raised by Councillor Alwyn Gruffydd, the Director of Planning and Land Manager would instruct the case officer to contact the Member directly to explain the position.

**RESOLVED to note the report.**

**The meeting ended at 13.00**

## SCHEDULE OF PLANNING DECISIONS – 14<sup>th</sup> APRIL 2021

### Item No.

#### 6. **Report by the Director of Planning and Land Management**

(1) NP5/50/147P – Construction of Rural Enterprise dwelling (re-submission), Nyth Robin Campsite, Panteidal, Aberdyfi.

**Reported** – Case Officer presented the report and background which Members considered in detail.

#### Public Speaking

Sadie Porter, the applicant, addressed the Planning and Access Committee and asked Members to consider the following:-

- the applicant thanked Members for the opportunity to address the meeting.
- the applicant and her husband own and run Nyth Robin campsite near Aberdyfi which they bought just over 4 years ago. It was a rundown caravan site with plenty of potential and through investments and hard work has now been built into a sustainable rural business with an annual turnover of £72k.
- Nyth Robin now provides full time employment for the owners, and also provides enough work for seasonal labour.
- there was now a need to be on site most of the time to carry out the day-to-day duties and to ensure the safety and welfare of the guests.
- there was also the issue of site security which was currently being addressed by the applicants temporarily living in a caravan on the site to ensure there was someone always on hand to avoid escalation of any issues and the reason why the application was for a rural enterprise dwelling.
- whilst CCTV helps with safety and security, it was not a replacement for having someone on site.
- in addition, the arrival of Covid last year had made it vital for someone to be onsite most of the time as shared facilities now need extra cleaning at the beginning and end of each day, and there was a need to ensure social distancing and correct safety procedures are kept to at all times.
- there was also an environmental impact for living off the site which means that travelling to and from the site every day would amount to around 10,000 miles in a year and nearly 3 tonnes of CO 2 emissions which is contrary to creating a low carbon society as outlined in the Wellbeing of Future Generations Act 2015.
- since moving to the area, the applicants have been keen to be involved in the local community. The applicant was currently membership officer for the Dyfi Biosphere Tourism Association and a member of the Aberdyfi Advertising and Improvements Committee. The applicant had also started the Eryri Ambassador Scheme.
- the application has the full support of Aberdyfi Community Council, local neighbours, and our guests.

Dewi Owen, addressed the Planning and Access Committee and asked Members to consider the following:-

- Mr. Owen thanked Members for the opportunity to address the meeting.
- as a Local Councillor in Aberdyfi, he supported the application, as did Aberdyfi Community Council.
- this was the only facility in Aberdyfi which accepts touring caravans and motorhomes and was important to prevent overnight camping in laybys and car parks etc.
- the applicants have to live in a caravan on site, which was not ideal in all weather conditions.

- there was a need to monitor the use of showers and toilets and makes it impractical for them to live off site as the nearest village is about 6 miles away.
- the applicants have improved the business over the years and Mr. Owen asked Members to support to the application.

Arising thereon, Members agreed that in future, individuals who ask to address the committee should be admitted to the meeting to speak on the particular item and be allowed to stay in the meeting until the end of that item only.

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

- (2) NP5/57/867A – Demolition of former school building, erection of five supported living units, one support unit/office and associated works, Hen Ysgol Glanwnion, Pont yr Aran, Dolgellau.

**Reported** – Case Officer presented the report and background. Members were asked to note that planning permission was not necessary for demolishing the existing building and was only required to agree the method of demolition. The Case Officer also advised upon a number of objections received on the grounds of Development Policy 7, which refers to traditional buildings, but was primarily for alterations, extensions or the change of use of traditional buildings.

Public Speaking

Mr. Peter Ogden, addressed the Planning and Access Committee and asked Members to consider the following objections:-

- the application before you is flawed. Neighbourhood objections were considerable and unanimous. The justification to refuse it was undeniable. No representation supports it.
- the proposal was ill-conceived, badly researched, inappropriately located and contrary to policy.
- if approved, a purpose built Victorian school, the only one of its kind, rooted in Dolgellau's social history, listed on the Park's Register of Traditional Buildings for its architectural value, will be destroyed; an act of heritage vandalism.
- what would replace it? Not affordable housing for locals but a short term "hostel" for transient individuals from anywhere in Meirionnydd or even beyond.
- the development was mismatched with the site, character and amenity of this residential area, wouldn't benefit community cohesion and was unlikely to improve Dolgellau's Welsh language status as claimed.
- no explanation was given why this scheme could not be situated in any other town in Meirionnydd. Gwynedd Council's ownership of this site was not a material planning consideration nor an overriding justification for this proposal.
- the Committee report stated that the proposal "would be contrary to Strategic Policy A and Ff" but "would not conflict with any of the other identified policies". This was not true. Changes to Traditional Buildings must be tested against Policy DP7 and should only supported if there was no significant harm to their historic or architectural character and setting. Its supporting text says "any proposal of a scale, design, or relies upon materials considered inappropriate will not be permitted"
- the Authority's Built Environment Officer's report, emphasises this glaring policy omission, condemns the loss of Ysgol Babanod as contrary to ELP Policy, TAN 24 and CADW's "Conservation Principles for Sustainable Management of the Historic Environment of Wales"
- demolishing Ysgol Babanod does not comply with these requirements. Neither Cadnant Planning nor the Case Officer's report considered this fundamental

policy omission and as a result the committee summary does not reflect this professional advice.

- having rejected the scheme as affordable housing, it is then wrongly justified as a care home, conforming to Policy DP11, the supporting text of which states “the Authority must be satisfied that the building to be used can be converted without detriment to its existing character or in the manner which is likely to harm the amenity of the neighbouring properties. “The proposal also clearly fails this test.

Dafydd Gibbard, Head of Housing and Property, Gwynedd Council, addressed the Planning and Access Committee and asked Members to consider the following:-

- Members were thanked for the opportunity to address the meeting in support of Gwynedd Council’s bid to redevelop the Hen Ysgol Glanwnion site in Dolgellau.
- following constructive discussions, the application has an improved layout and design to the original proposal and will re-use the local stone already on site and although unable to make use of the existing building, the development was now more compatible with National Park policies.
- there was a need for this facility in Dolgellau. Gwynedd Council deal with nearly 1000 homeless applications annually, which has increased because of the Covid pandemic with approximately 150-175 applications from homeless individuals in Meirionnydd, which is within the area of the National Park.
- tonight, 27 individuals, couples and families were housed in emergency accommodation in Meirionnydd, many of which were housed in bed and breakfast accommodation, an ineffective way to address the needs of these individuals.
- this development of 5 units would provide an opportunity to house the homeless of Dolgellau and Meirionnydd. It was one of a series of county-wide schemes to develop suitable self-contained supported accommodation to deal with homeless applications.
- this proposal would address the needs of the people of Dolgellau and Meirionnydd only.

**RESOLVED** contrary to officer recommendation, to **refuse** permission on the grounds that:-

- 1) the development would result in the loss of a traditional building and negatively impact on the wider historic environment of Dolgellau; as such the proposal would be contrary to Strategic Policies A and Ff of the adopted Eryri Local Development Plan which seeks to protect the built heritage within the National Park as well as Technical Advice Note 24: The Historic Environment which seeks to ensure that proposed developments do not damage the setting of historic assets.
  - 2) insufficient information has been submitted in relation to the need for the proposal in order for the local planning authority to make an informed decision on the impact of the development.
- (3) NP5/58/199S – Relinquishment of 16 camping pitches and the siting of 9 additional touring caravan pitches, together with internal landscaping (amended proposal), Murmur–yr-Afon, Dyffryn Ardudwy.

**Reported** – Case Officer presented the report and planning considerations.

Public Speaking

Richard John, the Agent, addressed the Planning and Access Committee and asked Members to consider the following:-

- the agent was addressing the meeting on behalf of the applicant.

- the application sought to relinquish 16 camping pitches and the siting of 9 additional touring caravan pitches together with internal landscaping.
- the site was located within the boundary of Dyffryn Ardudwy, has a clear and wide entrance to the highway and is sheltered by trees and hedgerows.
- currently the site has a mix of 40 touring caravans and 38 camping pitches and over the last 3 years the demand for camping pitches has fallen with increased demand for touring caravan pitches, especially since the pandemic, where guests can keep to their own units.
- if the application was approved it would provide 22 camp pitches on the site and 49 touring caravan pitches. This change would benefit the economy as well as creating 2 new jobs on the site and would utilise local resources to undertake this work.
- there have been no objections by neighbours and Dyffryn and Talybont Community Councils support the application as they felt it would benefit the local community, whilst being less damaging to the land.
- there were no objections from Natural Resources Wales, Gwynedd Council Highways Authority, Gwynedd Council Licencing Department, SUDS and the Authority's Ecologist.
- the agent felt the application was not fully contrary to policy 23 as the applicant was retaining part of the site as camping only and making the site more viable as a business.
- the applicant was trying to improve the standard of the development in every way and it was anticipated that the change would be beneficial to the local area.

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

- (4) Llyn Tegid Reservoir Safety Project, Bala (NP5/53/580)  
**Submitted** – An introductory report by the Planning Officer on the Llyn Tegid Reservoir Safety Project.

**RESOLVED** due to the scale and impact of the proposal, to arrange a site inspection prior to considering a more comprehensive officer report and recommendation being presented to the next meeting of the Planning and Access Committee in May 2021. All members of the Planning and Access Committee to be invited to attend.

## 8. **Update Reports**

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

Arising thereon, Members were provided with further details on the following matters:-

- (i) NP4/16/ENF405 – Dumping of Building Material and Waste, land opposite Tan y Castell, Dolwyddelan  
Work to comply has started but not completed. Officers would ensure full compliance.
- (ii) NP5/58/ENF144K – Siting of Static Caravan used for Residential Purposes, Land at Tan y Coed, Talybont.  
Currently awaiting Certificate of Lawful Use.
- (iii) NP5/58/ENF616 – Siting of Static Caravan used for Residential Purposes, Land adjacent to Coed y Bachau, Dyffryn Ardudwy.  
Officer confirmed that the matter would be progressed as soon as possible.

- (iv) NP5/65/ENF115A – Dumping/Storage of Mattresses and Carpets, Land at Hengwrt, Llanelltyd.  
The Acting Planning Manager agreed to pass on pollution concerns to Natural Resources Wales and also agreed to progress the matter on behalf of the Authority.
- (v) NP5/54/ENFLB33M – Poor condition of building, Nannau Hall, Llanfachreth.  
The Acting Planning Manager updated Members and advised that the external drone survey had been carried out and the footage will be assessed and hopefully presented to Members at the next meeting. The internal inspection will be carried out at the end of April, beginning of May, but if this does not happen, the Authority will apply for a warrant to gain entry.

**RESOLVED to note the reports.**

- (2) Section 106 Agreements – **For Information**  
**RESOLVED to note the report.**
- (3) Outstanding Applications where more than 13 weeks have elapsed – **For Information**  
**RESOLVED to note the report.**

**SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE**  
**WEDNESDAY 19<sup>th</sup> MAY 2021**

Councillor Elwyn Edwards (Gwynedd) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

Councillors Alwyn Gruffydd, Annwen Hughes, Judith Humphreys, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts;

**Members appointed by Conwy County Borough Council**

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

**Members appointed by the Welsh Government**

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

**Officers**

Mr. G. Iwan Jones, Mr. Jonathan Cawley, Mrs. Jane Jones, Mr. Aled Lloyd, Mr. Richard Thomas, Mrs. Sara Thomas, Ms. Alys Tatum, Mr. Rhydian Roberts, Mrs. Anwen Gaffey.

**Apologies**

Councillors Freya Bentham, Gethin Glyn Williams; Mrs. Sarah Hattle, Mr. Tim Jones.

1. **Chairman's Announcements**

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

- a Notice of the Meeting had been published, and the Agenda and reports were available on the Authority's website.
- the meeting was not open to the general public.
- the meeting was being recorded and will be available on the Authority's website.

2. **Declarations of Interest**

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

3. **Minutes**

A Member asked that the following matters be include to ensure completeness of the minutes:-

6 (1) NP5/50/147P - Construction of Rural Enterprise dwelling (re-submission), Nyth Robin Campsite, Panteidal, Aberdyfi.

- it was not clear in the minutes whether a private individual had addressed the Planning and Access Committee, and
- it was not minuted that the Director of Corporate Services had agreed to present a report on future options for live broadcasting of meetings.

In response,

- the Director of Planning and Land Management advised that the individual had been expected to address the meeting on behalf of the Community Council. If this was not the case, he should not have been allowed to address the meeting as a private individual as the applicant had already spoken in favour of the application. The Director of Planning and Land Management agreed to present the current protocol for review to a future meeting of the Planning and Access Committee.

- the Director of Corporate Services advised that discussions on live broadcasting of meetings had not been part of the Nyth Robin Campsite application decision. He provided the Member with a short summary on progress to date.

Matters arising from the minutes:-

6 (1) NP5/50/147P - Construction of Rural Enterprise dwelling (re-submission), Nyth Robin Campsite, Panteidal, Aberdyfi.

- Members appointed to the Authority by Gwynedd or Conwy County Borough Councils should not be referred to as local members in the context of the planning committee.
- all Members should have an open mind when considering planning applications, whilst pre-disposition was acceptable, pre-determination was not.

## **RESOLVED**

1. subject to noting the above, the minutes of the Planning and Access Committee meeting held on 14<sup>th</sup> April 2021 were accepted and the Chairman signed them as a true record.
2. that the Public Speaking Protocol be presented for review to the next meeting of the Planning and Access Committee.
3. to note that the Director of Corporate Services would present a report on future options for live broadcasting of meetings to a future meeting of the Authority.

## **4. Reports by the Director of Planning and Land Management**

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

Please see the Schedule of Planning Decisions attached.

## **5. Update Reports**

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

Please see the Schedule of Planning Decisions attached.

## **6. Delegated Decisions**

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

**RESOLVED to note the report.**

## **7. Planning Appeal**

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

Appeal by Mr. Les Stephan against the Authority's decision to refuse outline planning permission for the erection of two holiday lets with associated pedestrian access, at Craig-y-Lanch, Aberdyfi. LL35 0HW (Appeal dismissed)

**The meeting ended at 11.50**

## SCHEDULE OF PLANNING DECISIONS – 19<sup>th</sup> MAY 2021

### Item No.

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

- (1) NP5/53/580 – Llyn Tegid Reservoir Safety Project, comprising: reinforcement of the back faces of the northern lake and River Dee reservoir embankments; upgrading the rock armour protection to the front face of the lake embankment; realigning the lake embankment in the ‘bandstand’ area; reorganising and landscaping the lake foreshore overflow car park and Penllyn leisure centre outside seating area; and, increasing the accessibility of associated footpaths along the northern lake embankment, left bank of the river Dee and right bank of the Afon Tryweryn, Llyn Tegid, Bala.

**Reported** – Case Officer presented the report and background and advised there were 5 individual representations, not 3, as was stated in the report. The Case Officer proposed a revised recommendation which would omit the need for a legal agreement in relation to the proposed mitigation scheme. This was because most of the mitigation scheme was within the application red line boundary, and having taken legal advice, was satisfied this could be delivered via planning condition. To this end it was proposed to alter condition No. 10 to require the submission of copies of completed agreements with relevant landowners and a long-term management plan for the mitigation scheme prior to the commencement of the development.

#### Public Speaking

Andrew Basford, on behalf of Natural Resources Wales, addressed the Planning and Access Committee and asked Members to consider the following:-

- Andrew Basford was the Project Manager for the Llyn Tegid Reservoir Safety Project.
- the scheme would ensure that Llyn Tegid could withstand extreme weather for the future and recent storm events had shown that the lake’s embankments gave vital protection from flooding to the whole town.
- NRW were required to act now as part of its legal duty under the Reservoirs Act and by not carrying out the works, NRW would be subject to enforcement risking possible fines and criminal court action.
- the reservoir embankments will be strengthened by replacing the stone protection along the lake foreshore and by reinforcing the dry side of the embankments. This was to ensure they can withstand wave action and have improved stability during extreme weather events.
- the stone replacement work will involve the removal of self-seeded trees - mainly ash - which were growing in and weakening the lake embankments. The scheme would mitigate the loss of trees by planting approximately 2.8 trees for every tree lost.
- NRW will enter into a management agreement for the establishment of a corridor of trees planted behind the embankment between the Penllyn Leisure Centre and Bala Rugby Club.
- NRW have consulted with local people and taken comments on board. NRW will improve footpaths for all abilities, create new seating areas, enhance the lakeside car park and create new hedgerows and wildflower meadows. NRW will also incorporate enabling works as part of the scheme to facilitate the possible future expansion of the railway.
- subject to securing planning approval and the appointment of a contractor, work was expected to start in the Autumn and last for up to two years. NRW will work

closely with the community to try to find ways to keep disruption to a minimum. Working areas would be fenced off, footpaths will need to be diverted and the first activity would be the removal of the trees on the lakeshore embankment.

- NRW recognises the environmental value of the area and its importance to the local community for recreation and for tourism. The Llyn Tegid Reservoir Safety scheme will uphold this value and provide protection to the town of Bala for its current and future generations.
- Andrew Basford thanked Members for the opportunity to address the meeting.

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

- in response to a question, the applicants' representative confirmed that the embankment level would not be raised.
- a Member requested an additional condition to ensure the use of native plants of local provenance be included within the planting scheme.
- regarding the types of benches being placed around the lake, the applicants' representative confirmed that NRW would always work closely with the Local Planning Authority and the local community.
- a Member requested that a SuDS (Sustainable Drainage Scheme) be integrated into the landscaping scheme.
- Members were assured the stone being used on the embankment would be a hard stone from a suitable local source.
- Members asked for NRW's assurance that their procurement policy would maximise the local economic benefit for businesses and employ a local workforce.
- in response to a question relating to long term maintenance work and agreements with other landowners, Members were advised that NRW had a legal duty to inspect and maintain the project and Andrew Basford reassured the committee that it was in NRW's interest to do this in the long term.
- Members were advised that terms were still being discussed with 3<sup>rd</sup> parties.

**RESOLVED** subject to revising Condition 10 and including an additional condition in relation to the provenance of the plants, to **grant** permission in accordance with the recommendation.

- (2) NP5/77/265B – Change of use of part of agricultural building to re-locate guns and ammunition sales business granted under reference NP5/77/265A, Bryn Derw, Cilfor, Talsarnau.

**Reported** – Case Officer presented the report and planning considerations. Two additional letters of objection reported.

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

- (3) Change of use of outbuildings to single dwelling which is within curtilage of a Listed Building to include 2 bedrooms kitchen lounge and shower room and all associated works, Plas Gywair, Llangower.

**Reported** – Case Officer presented the update report and background.

**RESOLVED** to **grant** permission in accordance with the recommendation with a Section 106 Agreement to secure the affordability of the dwelling and restrict occupancy to a person satisfying the local person criteria in need of affordable housing.

5. **Update Reports**

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

Arising thereon, Members were provided with further details on the following:-

- (i) Members discussed the increase in pod and campervan infringements. A Member referred to a website, which officers were aware of, that lists various sites the public can use for overnight parking. The Acting Planning Manager agreed to use the Authority's social media platforms to provide the public with the correct advice.
- (ii) in response to a question, the Acting Planning Manager advised that officers follow a process before making the judgement that it was 'not expedient to proceed'.
- (iii) NP2/14/18D – Nant Cwmbran Isaf, Nasareth, Caernarfon.  
The Director of Planning and Land Management will present the Planning Inspector's appeal decision to the next meeting of the Planning and Access Committee.

**RESOLVED to note the reports.**

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

**RESOLVED to note the report.**

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

**RESOLVED to note the report.**

**SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE  
WEDNESDAY 30<sup>th</sup> JUNE 2021**

**PRESENT:**

**Members appointed by Gwynedd Council**

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

**Members appointed by Conwy County Borough Council**

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

**Members appointed by the Welsh Government**

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

**Officers**

Mr. G. Iwan Jones, Mr. Jonathan Cawley, Mrs. Jane Jones, Mr. Aled Lloyd, Mr. Sion Roberts, Mrs. Anwen Gaffey.

As the meeting was being held remotely, the Director of Corporate Services stated:-

- that the meeting was subject to Covid-19 Regulations on how the Authority conducts its business, and
  - o that a Notice of the Meeting had been published and the Agenda and reports were available on the Authority's website.
  - o the meeting was not open to the public.
  - o the meeting was being recorded and will be available on the Authority's website.
  - o outlined the procedure for electing a Chair and Vice-Chair for the Planning and Access Committee.

1. **Chairman**

**Councillor Elwyn Edwards was elected Chairman of the Planning and Access Committee.**

The Chairman thanked Members for their support.

2. **Vice-Chairman**

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

The Vice-Chairman thanked Members for their support.

3. **Apologies**

Councillors Gethin Glyn Williams; Mr. Tim Jones.

4. **Declaration of Interest**

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

5. **Minutes**

The minutes of the Planning and Access Committee meeting held on 19<sup>th</sup> May 2021 were accepted and the Chairman signed them as a true record.

6. **Appointment of Members to serve on the Planning and Access Committee Inspection Panels**

Submitted – A report by the Director of Planning and Land Management to appoint Members onto the Authority's Inspection Panels.

**RESOLVED to appoint Members as follows:-**

**Northern Area Inspection Panel**

(9 Members)

- 1) Cllr. Philip Capper
- 2) Cllr. Alwyn Gruffydd
- 3) Cllr. Wyn Ellis Jones
- 4) Cllr. Ifor Glyn Lloyd
- 5) Cllr. Edgar Wyn Owen
- 6) Cllr. Judith Humphreys
- 7) Mr. Owain Wyn
- 8) Ms. Tracey Evans
- 9) Vacancy

**Southern Area Inspection Panel**

(9 Members)

- 1) Cllr. Elwyn Edwards
- 2) Cllr. Annwen Hughes
- 3) Cllr. Elfed Powell Roberts
- 4) Cllr. John Pughe Roberts
- 5) Cllr. Gethin Glyn Williams
- 6) Mr. Brian Angell
- 7) Mrs. Sarah Hattle
- 8) Mr. Tim Jones
- 9) Vacancy

**7. Protocol – Public Speaking at the Planning and Access Committee**

**Submitted** – A report by the Director of Planning and Land Management to update the Public Speaking Protocol.

**Reported** – The Director of Planning and Land Management presented the report and background.

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

- to include an explanation why the Authority allows public speaking by way of 3 objectives - fairness, transparency, and consistency.
- to consider including a "flow chart" (possibly within the leaflet) to illustrate when the speaker will be asked to address the meeting (as outlined in Section 10);
- although there was a presumption that a committee would meet on Wednesdays - it may be better to amend this to three working days in advance of a meeting?
- the protocol should be flexible to allow speakers to make a video presentation.
- the leaflets referred to in para. 2.3 should be re-distributed at regular intervals. The Director of Planning and Land Management agreed that in future, the leaflets would be circulated at the annual meetings with Town and Community Councils.
- that authority should be delegated to the Director of Planning and Land Management, in consultation with the Chairman, to make amendments to the guidance.

**RESOLVED**

- 1. to delegate authority to the Director of Planning and Land Management, in consultation with the Chairman, to make the necessary amendments to the guidance.**
- 2. subject to including the amendments as outlined, to approve the Public Speaking Protocol.**

**8. Update Reports**

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

Please see the Schedule of Planning Decisions attached.

9. **Supplementary Planning Guidance (3): Planning and the Welsh Language**  
Submitted – A report by the Planning (Policy) Officer to adopt the draft updated Supplementary Planning Guidance (3): Planning and the Welsh Language.  
Reported – The Principal Planning Policy Officer presented the report and background and advised that the Supplementary Planning Guidance had now been updated to reflect the amendments following consultation.

In response to a question, the Principal Planning Policy Officer advised it was not possible to amend the SPG at this time and that revisions can be made when the Local Development Plan was next up for review. The Principal Planning Officer anticipated that census information, specific to the National Parks, will not be available for at least 18 months.

A Member asked officers to consider a grammatical amendment to Appendix B in the Welsh report.

**RESOLVED subject to noting the above amendment, to endorse the changes proposed and adopt the Supplementary Planning Guidance (3): Planning and the Welsh Language for use in determining future planning applications.**

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

**RESOLVED to note the report.**

11. **Planning Appeals**

**Submitted and Received** – copies of the following appeal decisions:-

- (1) Appeal by Mr. Alun Lewis against an enforcement notice issued by the Authority for “without planning permission, operational development to construct a two-storey extension on the eastern gable end of the dwelling”, Nant Cwmbran Isaf, Nasareth, Caernarfon. LL54 6DS (Appeal allowed)

Members discussed the appeal decision in detail and noted the risk to the Snowdonia National Park of having an under-resourced Compliance Service.

**RESOLVED** to ask the Director of Planning and Land Management, in consultation with the Chairman, to write to the Inspector to request further clarification on his decision.

- (2) Appeal by Mr. D. Evans and Miss E. Williams against the Authority’s decision to refuse planning permission for the construction of a dwelling on land by The Cemetery, Dinas Mawddwy. SY20 9LL (Appeal dismissed)
- (3a) Appeal by Mr. R. Evans of Harlech Estates (Commercial) Ltd., against the Authority’s decision to refuse a certificate of lawful use or development (LDC) on land to the North of Ty Canol, Harlech. (Appeal dismissed)
- (3b) Appeal by the Snowdonia National Park Authority for a full award of costs against Mr. R. Evans of Harlech Estates (Commercial ) Ltd. (Appeal dismissed)

**The meeting ended at 11.05**

## SCHEDULE OF PLANNING DECISIONS – 30<sup>th</sup> JUNE 2021

### Item No.

#### 8. **Update Reports**

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

Arising thereon, Members were provided with further details on the following:-  
NP4/11/ENF397- Land to West of A470(T) junction with A5 near Waterloo Cottage, Betws y Coed

The Acting Planning Manager confirmed that contact had now been made and that discussions were underway.

NP5/54/ENFLB33M – Nannau Hall, Llanfachreth

The Acting Planning Manager provided further information on progress and agreed to present a report and a video of the drone footage to the next meeting of the Planning and Access Committee.

**RESOLVED to note the report.**

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

NP5/69/90C – 5 Ffordd y Felin, Llwyngwriil

Members discussed the trend for removing Section 52 Agreements attached to planning permissions. The Director of Planning and Land Management advised that although the Authority had defended similar applications in the past, and was successful on 7 occasions, officers felt that removing the Section 52 agreement in favour of a commuted sum was the best option in this instance.

Members felt there was currently a momentum for the Welsh Government to address the housing crisis and as such, the Authority should emphasise the need for the Welsh Language to be a planning consideration in future. A statement by the Welsh Government on the housing crisis was awaited, but not yet released, and Members asked the Chairman of the Planning and Access Committee to write to the Welsh Government to raise their concerns.

**RESOLVED to note the report and to ask the Chairman to write to the Welsh Government to raise Members' concerns and seek clarification with regard to release of the statement.**

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

**RESOLVED to note the report.**

**SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE**  
**WEDNESDAY 8<sup>th</sup> SEPTEMBER 2021**

Councillor Elwyn Edwards (Gwynedd) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

Councillors Alwyn Gruffydd, Annwen Hughes, Judith Humphreys, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Mike Stevens;

**Members appointed by Conwy County Borough Council**

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

**Members appointed by the Welsh Government**

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

**Officers**

Mr. G. Iwan Jones, Mr. Jonathan Cawley, Mrs. Jane Jones, Mr. Aled Lloyd, Mr. Richard Thomas, Mr. Sion Roberts, Mrs. Anwen Gaffey.

As the meeting was being held remotely, the Director of Corporate Services stated:-

- that the meeting was subject to Covid-19 Regulations on how the Authority conducts its business, and
  - o that a Notice of the Meeting had been published and the Agenda and reports were available on the Authority's website.
  - o the meeting was not open to the public.
  - o the meeting was being recorded and will be available on the Authority's website.

1. **Apologies**

Councillors Gethin Glyn Williams; Mrs. Sarah Hattle, Mr. Tim Jones.

2. **Declaration of Interest**

Councillor Annwen Hughes declared both a personal and prejudicial interest in Item 6 (3) on the Agenda (NP5/69/16J – Land near Castell Mawr, Llanegryn) under paragraphs 10 (2) (c) (i) and 12 (1) of the Code of Conduct for Members and left the meeting whilst the matter was being discussed.

3. **Minutes**

Subject to correcting the minutes to record:-

Item 9 – Supplementary Planning Guidance (3): Planning and the Welsh Language

- the Planning (Policy) Officer presented the report, not the Principal Planning Policy Officer as was reported, and
  - that it was possible to amend the SPG but not the principle of the policy itself.
- The minutes of the Planning and Access Committee meeting held on the 30<sup>th</sup> June 2021 were accepted and the Chairman signed them as a true record.

Arising thereon,

11 (1) Planning Appeals

In response to a question, the Director of Planning and Land Management confirmed that the Planning Inspectorate had responded to his letter and had clarified their position. A copy of the letter was circulated to Members at the end of July, for information.

## Schedule of Planning Decisions

### 8 (2) Section 106 Agreements

The Director of Planning and Land Management confirmed that a letter had been sent to the Minister and a full response was awaited.

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

Please see the Schedule of Planning Decisions attached.

5. **Report by the Director of Planning and Land Management Supplementary Planning Guidance: Telecommunications and Masts Submitted** – A report by the Planning (Policy) Officer to formally adopt the Supplementary Planning Guidance (15): Telecommunications and Masts, with any necessary changes.

Reported – The Planning (Policy) Officer presented the report and background and advised that the Supplementary Planning Guidance had now been updated to reflect the amendments following consultation.

Members considered the report and recommended the following amendment:-

- para 4.7 “..... A record of this analysis ‘*must*’ be included within the supplementary information accompanying planning applications. A Landscape and Visual Impact Assessment ‘*must*’ be included with the submitted planning application”.

### **RESOLVED**

1. **to note the contents of the Consultation Report and comments made during the Public Consultation.**
  2. **subject to including the amendment as outlined above, to endorse the changes proposed and adopt the Supplementary Planning Guidance (15): Telecommunications and Masts for use in determining future planning applications as a material planning consideration.**
6. **Update Reports Submitted** – Update reports by the Director of Planning and Land Management on planning applications and compliance matters.

Please see the Schedule of Planning Decisions attached.

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

**RESOLVED to note the report.**

8. **Planning Appeals**

**Submitted and Received** – copies of the following appeal decisions:-

- (3) Appeal by Mr. Christopher Bennett against the Authority's decision to refuse planning permission for the demolition of a number of existing outbuildings and replacement with a new single unit at Nantcol Kennels, Pentre Gwynfryn, Llanbedr. LL45 2PB (Appeal allowed)  
**RESOLVED** to note that the Community Council has been provided with a copy of the Inspector's decision.
  
- (4) Appeal by Mr. Willis against the Authority's decision to refuse planning permission for the construction of a new dwelling on existing land associated with Brig y Don, Aberdyfi. LL35 0NH (Appeal dismissed)

**The meeting ended at 11.55**

## SCHEDULE OF PLANNING DECISIONS – 8<sup>th</sup> SEPTEMBER 2021

### Item No.

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

- (1) NP2/16/6B – Retrospective application for the retention of a timber chalet for use in connection with a smallholding and electrical contracting business, Tan-y-Bryn, Garndolbenmaen.

**Reported** – Case Officer presented the report and background, and Members discussed the Community Council’s objections. Case Officer was asked to advise Gwynedd Council that the timber chalet now had a valid planning permission and also, to further discuss erecting a sign to address narrow access road concerns.

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

- (2) NP4/11/160V – Redevelopment of hotel to include partial demolition, alterations and extensions to existing hotel; erection of mixed use development building comprising of retail and café space, services apartments and multi-function/conference suite; demolition of existing chalet buildings, creation of new accesses, alterations and closures to existing access points; creation of gateway feature; creation of overflow car parking; change of use of land to be used for recreational purposes and creation of viewing platform together with associated landscaping, parking and other works (full application); and erection of spa pool building (outline application), The Waterloo Hotel, Betws y Coed.

**Reported** – The Case Officer presented the report and background. He reported that the results of the protected species report re-survey had now been received and that the Authority Ecologist and the NRW had now given their full support.

#### Public Speaking

Mr. Glenn Evans, Operations Director of The Royal Oak Hotel Limited, addressed the Planning and Access Committee and asked Members to consider the following:-

- Mr. Evans thanked Members for allowing him to address the Committee and thanked the Director of Planning and Land Management and the Case Officer for their support throughout the process.
- Mr. Evans’ family own and run the Royal Oak and Waterloo Hotels in Betws y Coed and have operated in the village since 1956 when the family first opened a shop in the old A5 Toll House.
- the Royal Oak was acquired in 1971, the Stables bar was developed in 1993, the lodge and retail complex in 1999, and the recent addition of a glass canopy had maximized seasonal resilience.
- the business employs around 150-170 staff, and with the help of the furlough and Welsh Government Schemes, they had been able to safeguard 150 jobs over the winter lockdowns over the last 18 months.
- the applicant had engaged with local planning officers, the Design Commission for Wales as well as restarting the design process with a new team in order to enhance the project.
- the phased plan provides certainty of long-term growth within the business.
- it was fundamental that visitors and guests experience the heritage, language and community whilst enjoying the best Welsh hospitality, local food and drink.
- the applicant was committed to following good design guidance provided by the Welsh Language Commission and ensure its prominent use and display within the development.
- the rooms in the mixed-use building were designed to provide flexibility all year round with couples, families and small groups all at a 4\* serviced hotel quality.

The cookery school and retail would showcase the best local produce and offer all year-round experiences.

- local knowledge of attractions and activities, as well as e-bike hire, would ensure that visitors make the most of their stay, leaving their car whilst travelling around the National Park with overnight electric car charging stations being provided.
- the main building pays tribute to the original Victorian hotel on this site from the early 1800's which was demolished in 1967, but not by the family.
- the outline application for a spa facility for hotel guests, visitors and local residents will strengthen and add to the sustainability and productivity of the business, particularly in the long off-season and winter months.
- the year-round business presents personal development and management progression for the existing team and will assist with initial opening, training and development, and will ensure that new staff will be working alongside experienced team members who are able to share their knowledge, language and culture.
- the application underlines company values as an independent Welsh family-owned business.

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

- footpath flood risk (C2 flood risk zone)
- Waterloo Bridge and the satisfactory response from Cadw.
- impact on traffic flow.
- sustainable drainage scheme to be produced in accordance with regulations.
- case officer indicated on the plan that the proposed spa pool building (outline application) would be located to the rear of the site (phase 4).
- use of the Welsh language and importance of employing a local workforce.
- use of local supply chain for quality local produce.
- recruitment and retention matters.
- arising thereon, Members recommended an additional condition requiring the applicant to develop a language plan to promote and improve the use of the Welsh language in consultation with the Welsh Language Commissioner.
- Members welcomed the application and congratulated the applicant on his proposal.

**RESOLVED** to **grant** permission in accordance with the conditions outlined in the report together with the additional condition to mitigate and improve use of the Welsh Language.

- (3) NP5/58/598B – Change of use of part of land from play area to car park to accommodate 11 parking spaces and alterations to existing pedestrian access to create vehicular access, Llidiart Playing Field, Dyffryn Ardudwy.

**Reported** – Case Officer presented the report and planning considerations.

**RESOLVED** to **grant** permission in accordance with the recommendation and to include that Condition 4 should be in accordance with paragraph 2.9 of Supplementary Planning Guidance 3 – Planning and the Welsh Language (Eryri Local Development Policy 18).

## 6. **Update Reports**

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

Arising thereon, Members were provided with further details on the following:-

NP3/12/ENF191 – Castell Cidwm, Betws Garmon.

The Acting Planning Manager confirmed that an update would be provided once the owner had been contacted and a site visit arranged.

NP5/56/ENF165 - Land to West of A487, Pant Perthog.

The Acting Planning Manager confirmed that an update would be provided to the next meeting of the Planning and Access Committee.

NP5/54/ENFLB33M – Nannau Hall, Llanfachreth

The Acting Planning Manager confirmed that a report and video of the drone footage would be presented to the October Planning and Access Committee.

**RESOLVED to note the report.**

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

**RESOLVED to note the report.**

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

Arising thereon,

NP5/73/26B – Utica Buildings, Trawsfynydd.

Case Officer to contact the Agent and provide an update to the next meeting of the Planning and Access Committee.

NP5/69/16J – Land near Castell Mawr, Llanegryn.

The Director of Planning and Land Management advised that the application would be presented to the Planning and Access Committee for determination, in due course.

**RESOLVED to note the report.**

**SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE**  
**WEDNESDAY 20<sup>th</sup> OCTOBER 2021**

Councillor Elwyn Edwards (Gwynedd) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

Councillors Alwyn Gruffydd, Annwen Hughes, Judith Humphreys, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Mike Stevens, 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. Tim Jones, Mr. Owain Wyn;

**Officers**

Mr. G. Iwan Jones, Mr. Jonathan Cawley, Mrs. Jane Jones, Mrs. Iona Roberts, Mrs. Eiliw Owen, Ms. Elen Hughes, Mr. Sion Roberts, Mr. Geraint Evans, Mr. Dafydd Thomas, Mrs. Anwen Gaffey.

**Apologies**

Councillor Philip Capper; Mrs. Sarah Hattle.

As the meeting was being held remotely, the Director of Corporate Services stated:-

- that the meeting was subject to Covid-19 Regulations on how the Authority conducts its business, and
  - o that a Notice of the Meeting had been published and the Agenda and reports were available on the Authority's website.
  - o the meeting was not open to the public.
  - o the meeting was being recorded to assist in verifying the minutes and will be available on the Authority's website at a later date.

**1. Chairman's Announcements**

In response to a request by a Member, the Chairman confirmed that he had discussed the possibility of including page numbers on the Agenda with officers.

**2. Declaration of Interest**

Councillor Annwen Hughes declared both a personal and prejudicial interest in Items 4 (1) and 6 (1) (NP5/69/ENF16C – land near Castell Mawr, Llanegryn) on the Agenda, under paragraphs 10 (2) (c) (i) and 12 (1) of the Code of Conduct for Members and left the meeting whilst these matters were being discussed.

**3. Minutes**

The minutes of the Planning and Access Committee meeting held on the 8<sup>th</sup> September 2021 were accepted and the Chairman signed them as a true record.

Arising thereon,

Schedule of Planning Decisions

Item No. (2) – NP4/11/160V - The Waterloo Hotel, Betws y Coed

In response to a question, the Director of Planning and Land Management confirmed that the applicant had agreed to the additional condition to mitigate and improve use of the Welsh language.

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

Please see the Schedule of Planning Decisions attached.

5. **Reports by the Director of Planning and Land Management Submitted** – Reports by the Director of Planning and Land Management on policy matters.

(1) **Draft Supplementary Planning Guidance: The Slate Landscapes of Northwest Wales**

Submitted – A joint report by the Anglesey and Gwynedd Council Planning Policy Manager and the SNPA Planning Policy Officer, to approve the draft Supplementary Planning Guidance: The Slate Landscapes of Northwest Wales, with any necessary changes, for public consultation.

Reported – The Planning Policy Officer presented the report and the draft Supplementary Planning Guidance and confirmed that Gwynedd Council’s Cabinet had recently approved the draft SPG without amendments.

Members considered the report and the draft Supplementary Planning Guidance and made the following observations:-

- in response to a concern by a Member that all developments will be required to provide evidence of compliance, the Planning Policy Officer advised that paragraphs 4.1 to 4.6 make clear that the required information was based on the scale of the development and will inform developers of the considerations made by planning officers when determining planning applications.
- in response to a question, the Planning Policy Officer confirmed there was no part of the designation in Conwy, therefore, the SPG did not apply.
- a Member, whilst recognising the contribution of the slate industry, reminded Members of the links between Welsh slate and the slave trade, in particular Penrhyn Quarry.
- Members discussed the advantages and disadvantages of the designation and what lessons could be learned from other World Heritage Sites. The Planning Policy Officer advised upon the benefits to the local economy etc. and that the Supplementary Planning Guidance will assist both developers and officers in summarising the principles of Gwynedd and Eryri Local Development Plan policies.

**RESOLVED to approve the Supplementary Planning Guidance: The Slate Landscapes of Northwest Wales for public consultation.**

(2) **Summary of LUC’s (Land Use Consultant) Assessment of the Awel y Môr wind farm SLVIA (seascape / landscape visual impact assessment)**

Submitted – A report by the Planning Policy Officer to present a background to the Awel y Môr proposal, to the appointment of the LUC, and the recommendations from their SLVIA review.

Reported – The Planning Policy Officer presented the report and background and advised that further meetings were being convened in November 2021 with the SLVIA Expert Topic Groups and the Developers RWE. The Planning Policy Officer advised that the scale of the proposal was not acceptable to officers from the Snowdonia National Park, Conwy County Borough Council or Ynys Môn County Council.

Members considered the report and made the following observations:-

- a Member raised a question with regard to compensation payments for affected communities.
- Members were in support of renewable energy schemes but expressed concerns on the scale and size of this proposal.
- a Member noted that the structures were higher than the Shard and will be very significant in the wider landscape.
- in response to a question, the Director of Planning and Land Management advised that the Authority did not have policies for wind farms at sea and that as the development was outside the boundary of the National Park, Members were being asked to consider the visual impact of the scheme.
- a Member felt that in the light of current problems with gas supply etc., and the fact there will always be a visual impact regardless of the size of the development, the Authority should not put obstacles in the way of the developers who were investing in a project that needs to be economically viable.
- a Member stated there were other ways of generating energy, but as the preliminary work has been carried out and the scheme was on Crown Estate land, he felt there was little which could be done to halt the project. He supported the developer's intention, but as a proposal it was not effective, neither would it be of any benefit to Wales under the current framework.
- the Director of Planning and Land Management advised there would be an opportunity to discuss community benefits separately at a later date.

## **RESOLVED**

- 1. that Members, whilst in support of the principles of renewable energy, expressed concerns with regard to the scale and design of the current proposal.**
- 2. that the proposal will have significant adverse effects from certain viewpoints and parts of the landscape in the National Park and to recommend that further mitigation measures be explored whether in terms of reducing the extent of the array, the reduction in turbine height, or both.**

### **(3) Eryri Local Development Plan – Annual Monitoring Report for 2020-21**

Submitted – A report by the Principal Planning Policy Officer to discuss and approve the content of the Annual Monitoring Report for 2020-21.

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

Members considered the Monitoring Report and made the following observations:-

- a Member who was unable to stay at the meeting, asked the Director of Planning and Land Management to convey his opinion that the number of empty properties in our communities was as significant as the number of holiday homes.
- a Member raised the following minor inaccuracies:-
  - para. 3.2 Exit from the European Union – to amend the Welsh report to read “*Gadael yr Undeb Ewropeaidd*”.
  - page 133 para. 5.18 – to amend the Welsh AMR to record that the draft SPG had been revised and consulted upon and is expected to be adopted Summer ‘2021’
  - page 205 (12) – to note that the availability of the census data will be in ‘2021’.
  - Appendix 1 – to request that the information be set out in landscape which would improve the format.

- Para. 5 (Promoting Healthy and Sustainable Communities) refers to measures “to protect communities from developments that are insensitive to impact on the Welsh language’, but Para. 6 (Supporting a Sustainable Rural Economy) makes no reference to protecting the language and should be included.
- Members discussed the effect of developments on the Welsh language and how this was being monitored. The Principal Planning Policy Officer agreed that monitoring the effects of such developments on the Welsh language would be good practice for the future. The Director of Planning and Land Management felt that it was too late for the Authority to ask the developers (pages 166 & 167) to provide this information retrospectively and the Principal Planning Policy Officer agreed to ask the Housing Associations (Adra a Grŵp Cynefin) whether they would be willing to collate the information on behalf of the Authority.
- a Member suggested that the effects of these developments on the Welsh language would become apparent in the local schools, almost immediately.
- a Member, whilst welcoming the report, wondered whether there was a better way to provide the overview and make the document more effective.
- in response to a question, the Principal Planning Policy Officer stated that the AMR was for the period March 2020 to April 2021 and that the Authority’s Carbon Scrutiny process and upcoming strategy will be fed into the monitoring report for 2021-22.

**RESOLVED**

1. **to note the report.**
2. **subject to the amendments as outlined, to approve the Annual Monitoring Report for formal submission to the Welsh Government.**

6. **Update Reports**

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

Please see the Schedule of Planning Decisions attached.

7. **Delegated Decisions**

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

**RESOLVED to note the report.**

8. **Letter of Response by the Welsh Government**

**Submitted and Received** – a letter of response from Julie James MS, Minister for Climate Change, to the Chairman’s letter of concern about the impact of holiday lets and second homes on villages within the Snowdonia National Park.

Members considered the letter and made the following observations:-

- a Member was encouraged by the letter in terms of the Welsh Government’s willingness to look at local conditions.
- a Member noted concerns that the Minister had failed to understand there is no shortage of housing but a shortage of homes. Properties that should be occupied by local people were now holiday homes and affordable local occupancy conditions were no longer effective.

**RESOLVED to note the letter of response, for information.**

**The meeting ended at 12.00**

## SCHEDULE OF PLANNING DECISIONS – 20<sup>th</sup> OCTOBER 2021

### Item No.

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

- (1) NP5/78/45C – Erection of agricultural building, Bwthyn Jerusalem, Trawsfynydd.  
LL41 4YE

**Reported** – Case Officer presented the report and background.

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

#### 6. **Update Reports**

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

**Reported** – Members were introduced to Mr. Dafydd Thomas, the newly appointed Planning Compliance Officer, who was welcomed to his first meeting of the Planning and Access Committee.

Arising thereon, the Acting Planning Manager provided further details on the following:-

NP5/50/ENF562P – 62 Plas Panteidal, Aberdyfi.

In response to a question, the Acting Planning Manager advised that the decking breach was because it was ‘holiday accommodation’ and not a residential dwelling. Each individual case is assessed on its own merits and breaches can be due to size, height, permitted development rights etc.

NP5/69/ENF16C - Land near Castell Mawr, Llanegryn.

The Acting Planning Manager advised that following some discrepancies, a further application was currently being processed. Re-consultation was underway, and the application may be ready to be presented to the Planning and Access Committee in December 2021.

NP5/61/ENF532D – Swimming Pool Car Park, Harlech.

The Acting Planning Manager confirmed that when a complaint is received from a Member of the public, officers have a statutory duty to investigate.

Arising thereon,

- Members went on to discuss the increase in unauthorised overnight parking of motorhomes which has been exacerbated by some caravan sites replacing touring pitches with seasonal pitches.
- the Director of Planning and Land Management stated that this was not only an issue for the Snowdonia National Park, rather it was a much larger problem.
- a Member felt the increase in motorhomes should not be referred to as a problem, rather an opportunity for communities to make additional revenue.
- the Director of Planning and Land Management proposed that Members should await the outcome of the work being undertaken by the Sustainable Tourism Steering Group, led by Gwynedd Council, as a starting point.
- the Director of Planning and Land Management agreed to arrange for a presentation by the Sustainable Tourism Steering Group to a future meeting of the Members Working Group where further actions, such as establishing a Task and Finish Group, could be considered at that time.
- Members agreed that the Gwynedd/SNPA officers group should also be invited to attend.

**RESOLVED** to **note the report and await a presentation by the Sustainable Tourism Steering Group and the Gwynedd/SNPA officers’ group to a future meeting of the Members’ Working Group.**

- (2) **Update – Plas Nannau, Llanfachreth**  
**Submitted** – A report by the Acting Planning Manager to inform the Planning and Access Committee of the latest position in relation to the deteriorating condition of Plas Nannau.

**Reported** - The Acting Planning Manager presented the report and background and provided Members with a slide presentation and drone footage of the building.

Members considered progress to date and the proposed next steps and thanked the Acting Planning Manager for the comprehensive report.

**RESOLVED to note the report.**

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

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

**SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE  
WEDNESDAY 1<sup>st</sup> DECEMBER 2021**

Councillor Elwyn Edwards (Gwynedd) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

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

**Members appointed by Conwy County Borough Council**

Councillors Philip Capper, Wyn Ellis Jones;

**Members appointed by the Welsh Government**

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

**Officers**

Mr. G. Iwan Jones, Mr. Jonathan Cawley, Mr. Aled Lloyd, Mr. Richard Thomas, Mrs. Sara Thomas, Mr. Geraint Evans, Mrs. Iona Roberts, Mr. Dafydd Thomas, Mrs. Anwen Gaffey.

As the meeting was being held remotely, the Director of Corporate Services stated:-

- that the meeting was subject to Covid-19 Regulations on how the Authority conducts its business, and
  - o that a Notice of the Meeting had been published and the Agenda and reports were available on the Authority's website.
  - o the meeting was not open to the public.
  - o the meeting was being recorded to assist in verifying the minutes and will be available on the Authority's website at a later date.

1. **Apologies**

Councillors Mike Stevens, Ifor Glyn Lloyd.  
Mrs. Jane Jones, Acting Planning Manager.

2. **Declaration of Interest**

Mr. Iwan Jones declared both a personal and prejudicial interest in Item 4 (5) on the Agenda and left the meeting whilst the matter was being discussed.

3. **Minutes**

The minutes of the Planning and Access Committee meeting held on the 20<sup>th</sup> October 2021 were accepted and the Chairman signed them as a true record.

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

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

Please see the Schedule of Planning Decisions attached.

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

### (1) **Update on Commuted Sums Expenditure**

Submitted – A report by the Planning Officer (Policy) to provide an update for Members on Commuted Sums expenditure and initiatives.

Reported – The Planning Officer (Policy) presented the report and background. He stated that the Affordable Housing Commuted Sum Expenditure Protocol, which outlines the 15 options for use of the commuted sums to assist in delivery of affordable housing to meet local need in the National Park, was included in the additional documents bundle.

Members considered the report and made the following observations:-

- the barrier locally was the cost of renovation, as there were plenty of empty properties within the National Park.
- Members were concerned that, to date, there had been no successful applications for the Homebuy Scheme. Members agreed that the Authority needs a better understanding of why this was the case.
- Officers advised that Tai Teg specialise and administer the funds, and Catrin Roberts attended a meeting of the Members' Working Group in 2019 to provide further information and advice.
- some Members noted their unease about a policy which accepts a financial contribution in return for planning permission. The Director of Planning and Land Management explained that the Authority asks for commuted sums for conversions only.
- Members discussed the option of creating a Community Housing Officer post to focus and provide support and expertise at a community level within the National Park. The post would be paid for from the commuted sums fund with buy-in from partners.
- Members were concerned that employing a community-led Housing Officer would duplicate the work of the Rural Housing Enabler. Officers advised that the Rural Housing Enabler assesses need and works with the housing associations, whereby the Community Housing Officer would work with the National Park's communities on a permanent basis on new and alternative solutions.
- a Member stated that the Conwy empty property scheme had been successful, and that Gwynedd Council also have a firm policy. The Member also agreed that renovation costs were restrictive.
- Members would await a further report to a future meeting of the Members' Working Group to consider schemes run by Gwynedd Council, Conwy County Borough Council, the Housing Enablers, and the Welsh Government in order to better understand all the relevant issues.
- Officers confirmed there was close collaboration between officers from the National Park and the Gwynedd and Conwy Local Authority housing strategy teams and the matter will be further discussed at a future meeting.

### **RESOLVED**

- 1. to note the report.**
- 2. to await a further report to the Members' Working Group prior to receiving a report/presentation to a future meeting of the Planning and Access Committee.**

6. **Update Reports**

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

Please see the Schedule of Planning Decisions attached.

7. **Delegated Decisions**

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

Arising thereon, a Member thanked officers for their work and noted that the report records that 41 applications had been approved under delegated authority with only 14 being refused.

**RESOLVED to note the report.**

**The meeting ended at 11.50**

## SCHEDULE OF PLANNING DECISIONS – 1<sup>st</sup> DECEMBER 2021

### Item No.

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

- (1) NP4/11/247N – Erection of stone entrance feature and signage, and advertisement consent for signage attached to southeast elevation of information centre building and 3 banner signs attached to existing lighting posts, Snowdonia National Park Information Centre, Royal Oak Stables, Betws y Coed.

**Reported** – Case Officer presented the report and background.

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

- (2) NP4/29/512 – Proposed erection of dwelling, creation of vehicular access and associated works, land adjacent to Tan y Bryn, Glasgwm Road, Penmachno, Betws y Coed.

**Reported** – Case Officer presented the report and background and advised upon the Highway Authority's objection on the grounds that the visibility splays were below standard.

#### Public Speaking

Mr. Iwan Evans, the applicant, addressed the Planning and Access Committee and asked Members to consider the following:-

- Mr. Evans thanked Members for the opportunity to address the meeting.
- the dwelling was for the applicant and his partner who are a young Welsh speaking local couple seeking a home. The proposed site has been in the ownership of Elin's family for the last 5/6 generations.
- the Highways Authority have objected on the basis that the access would create a danger.
- the applicant has undertaken a survey to show the speed and volume of traffic passing the proposed site, but the Highway Authority were not satisfied with the survey as it had been carried out during lockdown. The survey has now been repeated in October, a traffic specialist has prepared a report, and the access has also been altered.
- the Highway Authority were informed of the most recent survey outcome two weeks ago. The applicant was still awaiting a response from the Highway Authority.
- Members were asked to approve the application today.

**RESOLVED** to delegate authority to the Director of Planning and Land Management to **grant** permission, with appropriate conditions, subject to Conwy Highway Authority withdrawing their objection. If the Highway Authority maintain their objection, a further report to be presented to the Planning and Access Committee in January 2022.

- (3) NP5/62/405B – Retention of a temporary 14m mast and associated equipment for a further 18 months, land at Talartro Farm, Llanbedr.

**Reported** – Case Officer presented the report and planning considerations.

#### Public Speaking

Mr. Saleem Shamash addressed the Planning and Access Committee and asked Members to consider the following objections:-

- Mr. Shamash was acting on behalf of AP Wireless, who were objecting to the application.
- the case officer had set out a fair and balanced report that summarises the key issues.

- the decision today would ensure that the ongoing coverage requirements are met from the optimum site, as was agreed 3 years ago, when the applicant secured planning permission at Plas y Bryn Farm for an 18-metre-high mast, developed in a joint venture between AP Wireless and Bailey Telecommunications, a company established by the local landowner.
- the installation was discreetly sited and available for use by the applicant on reasonable commercial terms. The owners are tempered by the fact that the applicant has various statutory rights and powers to access sites and includes reference to OFCOM under its dispute resolution procedures and powers of compulsory purchase.
- this reasonable and measured stance contrasts with the position of the applicants, who to date, have refused to engage in any meaningful discussions.
- the site at Plas y Bryn Farm exists and is available, the force of regulations and planning policy, including the Authority's own Supplementary Planning Guidance, all strongly point towards its use.
- contrary to this, the applicant has developed a temporary installation at Talarro Farm, under the false guise of an emergency which is inconsistent with planning policy framework and is likely to lead to greater visual impact in the National Park.
- a decision to refuse will not end coverage it will simply encourage proper engagement with the background threat of enforcement action. This is likely to result in agreement between the parties and ensure local coverage is maintained in the optimum manner, consistent with planning policy at all levels.

Ms. Rebecca Skerrett, the Agent, addressed the Planning and Access Committee and asked Members to consider the following:-

- the application has been submitted to regularise the existing temporary site beyond its current permission, which lapsed on 31<sup>st</sup> May 2021.
- this application was submitted for a temporary period of 18 months until a permanent solution is found and integrated into the network. This site is not intended to be the permanent solution.
- as Members were aware the site has been in-situ for some time. Coverage was required for the Llanbedr area whilst the permanent site at Plas y Bryn Farm was being built and integrated into the network.
- this temporary mast originally had a generator on site which caused some concern due to acoustic issues for local residents. Work has been undertaken with the Regional Electric Company to urgently prioritise mains connection at this site so that the generator could be removed. The mains supply was completed on 21<sup>st</sup> May 2021 at great expense. This means that the generator has been permanently turned off and this acoustic issue wholly resolved.
- unfortunately, there have been issues with the permanent site at Plas y Bryn Farm due to excessive financial demands from the third party. Although the mast has been built, commercial discussions with the third party have taken place and they are asking for excessive costs. These commercial demands, coupled with the relatively small population of this area, means that the site is commercially untenable, and the operator was now progressing a scheme at the Airfield.
- other than the acoustic issue which has now been resolved, the temporary site has been very well received by the local community.
- if this site is decommissioned then service coverage provision will not just reduce slightly but, in fact, will vanish entirely for residents, businesses and visitors who are customers of this operator. Currently the temporary site also

services Shell Island, the existing railway line, and the Llanbedr Airfield Enterprise Zone.

- Cornerstone are at an advanced stage with plans to utilise an existing structure at Llanbedr Airfield and a planning application has been submitted. The retention of the temporary mast remains a stop gap to await implementation of a longer-term solution. Should acquisition and build at the Airfield go as anticipated, the expectation is that the temporary site can be removed prior to the expiry of any temporary retention consent, and we will endeavour to make this happen. However, the temporary period applied for should be sufficient in addressing any unexpected slippages in completion timescales.
- the temporary period applied for is in order that Cornerstone can provide continued service to these areas, and that the impacts of a further temporary retention here while we conclude our new permanent solution, significantly outweighs the material socio-economic benefits that continued service will provide.
- If Cornerstone were not successful with this retention application, it would ultimately force Cornerstone to remove itself from Llanbedr, leaving the area with no service and we therefore ask that you consider this application favourably.

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

- (4) NP5/65/370 – Installation of bench in association with the Authority’s Dark Sky Project, Car Park, Farchynys, Bontddu.  
**Reported** – Case Officer presented the report and advised there were no objections.  
**RESOLVED to grant** permission in accordance with the recommendation.
- (5) NP5/78/207C – Erection of agricultural/storage building (repeat application), Cae Coch, Trawsfynydd.  
**Reported** – Case Officer presented the report and background.  
**RESOLVED to grant** permission in accordance with the recommendation.

## 6. Update Reports

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

Arising thereon,  
NP5/58/ENF205K – Fronolau Hotel, Dolgellau.

Members were advised that the residential units were no longer on the market following recent contact with the Estate Agent and that an enforcement notice was being prepared.

NP4/16/ENF227C – Gwalia Stores, Dolwyddelan, and  
NP3/12/ENF191 – Castell Cidwm, Betws Garmon.

The Director of Planning and Land Management agreed to arrange for Councillor Edgar Owen to receive further details on these matters.

NP5/65/ENF115A – Land at Hengwrt, Llanelltyd

The Director of Planning and Land Management agreed to arrange for Councillor John Pughe Roberts to receive further details on this matter.

NP5/54/ENFLB33M – Nannau Hall, Llanfachreth  
Members were provided with an oral update.

In response to a question, the Director of Planning and Land Management confirmed that an information report on the Aires pilot scheme, recently approved by Gwynedd Council, will be presented to the Members' Working Group meeting in January 2022.

**RESOLVED**

1. to note the report.
2. that officers should amend the report to provide more up-to-date information and to include a time limit in the final column of the table.
3. to await a report on the Aires pilot scheme to the next meeting of the Members' Working Group in January 2022.

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

Arising thereon,

NP3/10/121 – Land at Cae'r Felin, Abergwyngregyn.

The Director of Planning and Land Management advised that the application had been withdrawn.

**RESOLVED to note the report.**

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

Arising thereon,

NP5/57/1058B – Unit 1, Marian Mawr Enterprise Park, Dolgellau.

Members were provided with an oral update.

**RESOLVED to note the report.**

**SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE  
WEDNESDAY 19<sup>th</sup> JANUARY 2022**

Councillor Elwyn Edwards (Gwynedd) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

Councillors Annwen Hughes, Judith Humphreys, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Mike Stevens;

**Members appointed by Conwy County Borough Council**

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

**Members appointed by the Welsh Government**

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

**Officers**

Mr. G. Iwan Jones, Mr. Jonathan Cawley, Mrs. Jane Jones, Mr. Richard Thomas, Mr. Geraint Evans, Mrs. Iona Roberts, Mr. Dafydd Thomas, Mrs. Anwen Gaffey.

As the meeting was being held remotely, the Director of Corporate Services stated:-

- that the meeting was subject to Covid-19 Regulations on how the Authority conducts its business, and
  - o that a Notice of the Meeting had been published and the Agenda and reports were available on the Authority's website.
  - o the meeting was not open to the public.
  - o the meeting was being recorded to assist in verifying the minutes and will be available on the Authority's website at a later date.

1. **Apologies**

Councillors Alwyn Gruffydd, Gethin Glyn Williams.

2. **Declaration of Interest**

Councillor Annwen Hughes declared both a personal and prejudicial interest in Item 4 (2) on the Agenda, under paragraphs 10 (2) (c) (i) and 12 (1) of the Code of Conduct for Members and left the meeting whilst the matter was being considered.

3. **Minutes**

The minutes of the Planning and Access Committee meeting held on the 1<sup>st</sup> December 2021 were accepted and the Chairman signed them as a true record.

Arising thereon, Members were advised that Conwy County Borough Council Highway Authority had withdrawn their objection to Item No. 4 (2) - NP4/29/512, erection of dwelling, creation of vehicular access and associated works, land adjacent to Tan y Bryn, Glasgwm Road, Penmachno and that the Director of Planning and Land Management would now proceed to **grant** permission with appropriate conditions.

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

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

Please see the Schedule of Planning Decisions attached.

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

### (1) Recent Welsh Government Consultations

Submitted – A report by the Principal Policy Planning Officer to update Members on the progress of Welsh Government consultations and their implications.

Reported – In the absence of the Principal Policy Planning Officer, the Director of Planning and Land Management presented the report. He advised that the report provides a summary of the Authority's response to four recent significant consultations by the Welsh Government.

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

#### 2. Legislation and planning policy for second homes and short-term holiday accommodation

- Members noted that the Planning and Access Committee will be presented with further reports for consideration should there be changes in national policy.
- a Member agreed that removal of change of use rights under the Article 4 Direction would place significant pressure on an already over-stretched compliance service. Members and officers will need to consider how to address this for the future.

#### 3. Amendments to permitted development rights

- a Member felt that the National Parks should be included in the Welsh Government proposal to retain the 56-day entitlement for campsites to be allowed temporary use.
- a Member noted that as tourism levels vary throughout the National Park, it may be necessary to be more flexible with regard to the 56-day entitlement.
- a Member asked for more details on the research being undertaken as tourism pressures vary throughout the National Park.

#### 4. Welsh Communities Housing Scheme

- a Member noted that whilst not directly related to the Planning system it could be argued that Planning and the Welsh Language needs strengthening and should be aligned with land use.
- the Member proposed that the Authority should ask the Welsh Government to revise TAN 20 and outlined four reasons for this.
  - 1) Welsh Government should provide each Planning Authority with guidance on the relationship between land use planning and reaching one million Welsh language speakers by 2050.
  - 2) in terms of preparing local plans, clearer guidance is needed on what sustainability of the Welsh language actually means.
  - 3) whilst referring to areas of sensitivity and importance, TAN 20 does not provide local authorities with a clear definition and it would be beneficial if the Welsh Government provides their criteria on what this is.
  - 4) to request official methodology for language assessments.
- a Member felt there were too many constraints on house building for local people and that Gwynedd Council and the National Park Authority were too negative with policies which cannot be reviewed for years.

The Director of Planning and Land Management confirmed that the Snowdonia National Park was leading on the response with an invitation extended to the other two Welsh National Park Authorities to be included.

**RESOLVED to note the summary report, the content of the consultations, and potential implications for the Authority.**

6. **Update Reports**

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

Please see the Schedule of Planning Decisions attached.

7. **Delegated Decisions**

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

**RESOLVED to note the report.**

8. **Planning Appeal**

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

Appeal by Gwynedd Council against the Authority's decision to refuse planning permission for the demolition of former school building, erection of five supported living units, one support unit/office and associated works at Hen Ysgol Glanwnion, Ffordd yr Aran, Dolgellau. LL40 1HW (Appeal allowed).

**The meeting ended at 11.20**

## SCHEDULE OF PLANNING DECISIONS – 19<sup>th</sup> JANUARY 2022

### Item No.

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

- (1) NP2/11/52K – Installation of traffic control barriers and ANPR cameras, Pen-y-Pass Car Park, Nant Gwynant.

**Reported** – Case Officer presented the report and background. Following a Member request, the case officer agreed to further discuss the colour of the barrier/reflective material.

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

- (2) NP5/69/16J – Proposed erection of 2,700 square metre (135m x 20m x 7.03) 32,000 bird poultry unit for the production of eggs, improvements to access track and associated ground works (revised scheme including amendments to positioning and design of fan and vents, inclusion of the manure belt, pop holes only on the south side, amendments to doors and fenestration on west gable, access track, tree and hedgerow planting, additional and reduced hard standing around the building and resiting of feed bins to the northern elevation and increase in height of 0.45m), land near Castell Mawr, Llanegryn.

**Reported** – Case Officer presented the report and background and advised that the application dealt with amendments to the original application. The revised scheme was outlined in detail and Members were advised upon recent discussions regarding implementation of the landscaping plan, progress of which will be monitored and reported upon. In response to a question, the case officer confirmed that updated Management Plans will address noise, dust and odour issues and that Environmental Health will be reconsulted. The case officer referred to a condition on the original application which required an annual update, which was yet to be received, and needs to be provided prior to any planning permission being released.

**RESOLVED** to delegate authority to the Director of Planning and Land Management to **grant** permission with appropriate conditions once satisfactory updated management plans are received.

#### 6. Update Reports

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

Arising thereon, the Acting Planning Manager thanked Dafydd Thomas, Planning Officer (Compliance) for updating the current list and advised that once the compliance section returns to full capacity, the way in which this information is presented will be reviewed.

NP5/50/ENF134D – 9 Glandyfi Terrace, Aberdyfi and

NP5/50/ENFL308C – Coast Deli and Diner, Copperhill Street, Aberdyfi

A Member asked for the above cases to be presented to the next meeting of the Planning and Access Committee. The Director of Planning and Land Management asked the Member to present his request in writing.

NP5/65/ENF115A – Land at Hengwrt, Llanelltyd

The Acting Planning Manager will present an update to the next meeting of the Planning and Access Committee.

NP5/55/ENFL142A – 3 Glandwr, Bryncrug

The Acting Planning Manager will present an update to the next meeting of the Planning and Access Committee.

**RESOLVED to note the report.**

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

Arising thereon,

NP5/74/482A – Land by The Cemetery, Dinas Mawddwy.

In response to a request by a Member to delay the commuted sum payment until after occupation, the Director of Planning and Land Management advised that this was not permitted, and the applicant should contact the case officer for further information. Officers noted the need for Agents to be provided with further guidance on the purpose and use of commuted sum payments.

NP3/10/121 – Land at Cae'r Felin, Abergwyngregyn

Case Officer advised that the current application had been withdrawn and the site purchased by Abergwyngregyn Regeneration Project for use of the area of land as a car park for local residents.

**RESOLVED to note the report.**

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

**RESOLVED to note the report.**

(4) Local Government (Access to Information) Act 1985 - List of Background Papers  
**RESOLVED officers to update or remove this item.**

**SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE  
WEDNESDAY 2<sup>nd</sup> MARCH 2022**

Councillor Elwyn Edwards (Gwynedd) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

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

**Member appointed by Conwy County Borough Council**

Councillor Ifor Glyn Lloyd;

**Members appointed by the Welsh Government**

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

**Officers**

Mr. G. Iwan Jones, Mr. Jonathan Cawley, Mrs. Jane Jones, Mr. Richard Thomas, Mr. Dafydd Thomas, Mrs. Anwen Gaffey.

As the meeting was being held remotely, the Director of Corporate Services stated:-

- that the meeting was subject to Covid-19 Regulations on how the Authority conducts its business, and
  - o that a Notice of the Meeting had been published and the Agenda and reports were available on the Authority's website.
  - o the meeting was not open to the public.
  - o the meeting was being recorded to assist in verifying the minutes and will be available on the Authority's website at a later date.

1. **Apologies**

Councillors Philip Capper, Judith Humphreys, Wyn Ellis Jones, Mike Stevens.

2. **Declaration of Interest**

Ms. Jane Jones declared an interest in item 4 (3) on the Agenda and withdrew from the meeting when the item was under discussion.

3. **Minutes**

Subject to correcting the minutes to record that:-

Item 6 (2) – Section 106 Agreements

The Member was referring to application NP5/65/2B, Beudy Uchaf Hirgwm, Maes y Clawdd, Bontddu and not NP5/74/482A, Land by The Cemetery, Dinas Mawddwy. The minutes of the Authority meeting held on 19<sup>th</sup> January 2022 were accepted and the Chairman signed them as a true record.

**Matters for Information arising from the minutes**

Item 6 (4) – Local Government (Access to Information) Act 1985 – List of Background Papers

The Director of Planning and Land Management confirmed that the Act was no longer applicable.

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

Please see the Schedule of Planning Decisions attached.

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

Please see the Schedule of Planning Decisions attached.

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

**RESOLVED to note the report.**

**The meeting ended at 12.00**

## SCHEDULE OF PLANNING DECISIONS – 2<sup>nd</sup> MARCH 2022

### Item No.

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

- (1) NP4/13/61B – Proposed erection of 11kv electric substation, Car Park, Capel Curig.  
**Reported** – Case Officer presented the report and background. Members were asked to note a correction to para. 1.9 of the report which should refer to the “west and *southern* boundaries” and not the ‘northern’ boundary as stated.

Members considered the report in detail and asked the case officer to raise the following issues with the applicant:-

- to seek to retain two sessile oak trees on the western boundary of the car park by moving the substation building back (northwards) and possibly incorporating the stone boundary wall into the gable of the proposed building.
- to improve biodiversity and provide new additional trees of a native and appropriate species either along the southern boundary within the proposed hedge line and/or elsewhere within the site boundary to allow winter foraging species in hedge.
- discussion on vents and possible noise implications.
- to provide a simplified plan to show the proposed undergrounding of the existing powerline and the number and location of the ‘H’ poles being removed.
- to ask for timber cladding as opposed to stone on the building.
- to seek confirmation that the floor levels of the proposed building would be at the same level as the existing ground level of the car park.
- to ask for the substation to be constructed outside of the tourist season.
- to seek assurance that access to the building will be sufficient.

**RESOLVED** to defer consideration to await further information.

- (2) NP5/50/L134E – Removal of Condition 2 of Planning Consent NP5/50/134A dated 23/11/1992 to allow the sale of hot food takeaway, Coast to Go, 9 Glandyfi Terrace, Aberdyfi. LL35 0EB

**Reported** – In the absence of the case officer, the Director of Planning and Land Management presented the report and background. One letter of concern was reported. The Director of Planning and Land Management agreed to request bi-lingual signage.

#### Public Speaking

Ceri Thomas, on behalf of the agent, addressed the Planning and Access Committee and asked Members to consider the following:-

- Ms. Thomas thanked Members for the opportunity to address the meeting.
- the information was in addition to what Members had heard from the planning officer.
- Ms. Thomas apologised for the genuine error in serving hot food to take away on acquiring the lease. When they were made aware of the breach in November, they ceased immediately.
- it was always their intention to open year-round in order to provide an off-peak service to the community, as well as to visitors.
- in diversifying and extending the offering to fit with their commitment to use freshly sourced and freshly prepared food, they were able to offer further opportunities for employment, increasing the permanent staff from three to fifteen – all of whom live in Aberdyfi or Tywyn.
- year-round rather than seasonal contracts were issued which provided stability for local employees and the local economy. They have retained the staff while

waiting for the outcome of the planning application in order to secure their continued employment.

- they were committed to ongoing training and life-long learning and five team members were currently undergoing fully funded NVQ training.
- as residents of the village, they were acutely aware of their responsibility to the village and the local community. As much as possible, their produce was sourced locally.
- all packaging was compostable and can be fully recycled. A reminder to dispose of packaging in this way was permanently on display at the premises.
- they had upgraded and replaced the extraction system at the property on acquiring the lease, in order to ensure any potential cooking odours did not impact on neighbouring amenities.
- they operate to the highest standards, receiving a 5-star hygiene rating at the latest onsite inspection by Gwynedd Council in October 2021.
- they purchased and operated an online ordering app for orders placed after 4pm. This was configured to allow a maximum of three collections every 15 minutes to avoid queues and neighbourhood disturbance.
- the premises is located opposite the car park in the village. Double yellow lines run along the roadway immediately outside preventing parking and ensuring access to all residential and business properties remains clear.
- they use Gwynedd Council for all their recycling and refuse collection. There were two bins located out of public sight behind the property. They also have two customer bins at the front of the premises which are managed by the staff during the day to ensure they are emptied in a timely manner.
- they deeply regret being in breach of the planning restriction but noted that during their period of serving hot food to take away (March - November 2021), much of which was in high season, there were no complaints either directly to the business or to the Authority.
- they also noted that when the breach was reported to the Authority no concerns were raised as to the effect of the breach by the complainant. In addition, during the period of planning consultation, no concerns or objections were noted by the Community Council, local residents or the statutory consultees.
- they very much hoped that their application to lift the restriction to enable them to serve hot food to take away would be lifted and they would be able to return to offering a hot food to take away option to residents and visitors alike.

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

- (3) NP5/57/1090C – Erection of two storey side extension, front porch, and installation of rooflights to the rear of the existing dwelling, Clychau'r Gog, Coed y Fronallt, Dolgellau. LL40 2YG

**Reported** – The Director of Planning and Land Management presented the report and planning considerations in the absence of the case officer.

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

- (4) NP5/64/109B – Siting of 3 camping pods for short term holiday use and new sewerage treatment system, Nant Madyn, Llanegryn. LL36 9SU

**Reported** – The Director of Planning and Land Management presented the report and planning considerations in the absence of the case officer. Members asked for any signage to be bilingual.

### Public Speaking

Emma Jones, the applicant, addressed the Planning and Access Committee and asked Members to consider the following:-

- Mrs. Jones thanked Members for the opportunity to address the meeting.
- the family have farmed at Nant Madyn since 1936 when grandparents took on the tenancy of the farm. The farm was purchased by the family in 2009 and they were now the third generation of the Jones family farming the land.
- they have two young children, who attend the local school, Ysgol Craig y Deryn, and they actively participate in the local community. The applicant was currently the vice chairman of Neuadd Egryn in the local village of Llanegryn and was the treasurer of the local Cylch Meithrin for several years. Mr. Jones is a past chairman of the local FUW branch and the local young farmer's club.
- the farming industry is going through a significant period of change, and the applicants were fully aware that their business must adapt accordingly. They continuously monitor and develop the business to enable them to remain profitable and ensure that the farm can be passed on to the next generation. They believe it is vitally important that they maintain and develop their farming business, to support the Welsh rural community. Ensuring that they have a viable business will enable the next generation to carry on and maintain an active role in the rural community.
- to develop their business, they have carefully considered diversification opportunities which would complement their existing farming enterprises. They have been enabled by positive planning policies such as development policy 29 – alternative holiday accommodation, with the support of Bailey and Partners, to consider developing a glamping pod enterprise that would provide valuable additional income to the farm.
- they have applied for planning permission to erect 3 pods in a small field (named Cae Blaidd) a short distance from the main farm buildings and adjacent to the council road. They deliberated very carefully about the location of the glamping pods and this field provides the best fit for the farm in terms of access to the site from the council road, complementing the farming enterprises, health and safety and screening of the site.
- they have taken the planning officer's recommendations into consideration regarding the size and number of pods, and their application reflects this. Furthermore, they will maintain the existing screening along the south-eastern and west boundaries of the field, as well as planting an additional native species hedge along the north side of the field, adjacent to the council road. They will also plant standard native trees between the pods and on the south-eastern boundary. This will provide significant biodiversity enhancement to the farm.
- in relation to NRW comments, they will ensure that all sewerage requirements are incorporated, and will erect a short section of dry-stone wall at the entrance of the field to complement other sections of dry-stone wall at the entrance to the farm and the adjacent field.

**RESOLVED** subject to including a requirement to remove all associated infrastructure under condition 6, to **grant** permission in accordance with the recommendation.

5. **Update Reports**

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

Arising thereon, a Member noted the number of breaches in Aberdyfi, and the Acting Planning Manager agreed to contact Aberdyfi Community Council to discuss this general issue.

NP5/61/ENF329B – Hafod Wen, Harlech

NP4/16/ENF227C – Gwalia Stores Dolwyddelan

NP4/26/ENF26W – Zip World Forest, Betws y Coed

NP5/51/ENF446E – Coedwig Cae Gwian, Bontddu.

NP5/62/ENF430 – Llwyn Onn, Llanbedr.

Members were provided with oral updates.

NP5/50/ENF152A – Bryn Awelon, Aberdyfi.

Members were advised that use of the two sheds as holiday accommodation had ceased. Members asked officers to discuss further with Gwynedd Council and in future, such breaches should be referred to North Wales Fire Authority.

NP5/65/ENF115A – Land at Hengwrt, Llanelltyd

The Acting Planning Manager to contact Natural Resources Wales to request an update on the current position and forward details to Councillor Gethin Glyn Williams.

NP5/55ENFL142A – 3 Glandwr, Bryncrug.

Members were advised upon the latest position and that the matter was being progressed.

NP5/54/ENFLB33M – Nannau Hall, Llanfachreth

Members were provided with an oral update.

NP5/69/ENFLB326A – Ty Gwyn, Llwyngwri

The Acting Planning Manager will provide an update to the next meeting of the Planning and Access Committee.

**RESOLVED to note the report.**

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

**RESOLVED to note the report.**

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

Arising thereon,

- the Acting Planning Manager confirmed that officers continually review the outstanding applications.

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

the Acting Planning Manager would ask the case officer to provide an update.

**RESOLVED to note the report.**

**STANDARDS COMMITTEE  
FRIDAY 3<sup>rd</sup> SEPTEMBER 2021**

***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**

Mrs Sarah Hattle;

**Independent Members**

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

**Officers**

Mr. G. Iwan Jones, Mr Emyr Williams, Mrs. Anwen Gaffey;

Ms. Ceri Jarvis, H.R. Advisor, Gwynedd Council.

The Director of Corporate Services outlined the procedure for electing a Chair for the Standards Committee and advised that the meeting was subject to Covid-19 Regulations on how the Authority conducts its business:-

- the meeting was not open to the general public, and
- that part of the meeting was being recorded to assist in verifying the minutes.

Also, the Director of Corporate Services welcomed Mrs. Sarah Hattle to her first meeting of the Standards Committee.

1. **Appointment of Chairman**

**RESOLVED to appoint Mrs. Rachael Davies as Chair of the Standards Committee for the remainder of her period of appointment as an Independent Member.**

The Chair thanked Members for their support.

2. **Appointment of Vice Chairman**

**RESOLVED to appoint Mrs Sharon Warnes as Vice Chair of the Standards Committee for the remainder of her period of appointment as an Independent Member.**

3. **Apologies for absence**

No apologies were tendered.

4. **Declaration of Interest**

Mr. G. Iwan Jones declared an interest in item 6 on the Agenda and left the meeting while the matter was being discussed. Mr. Emyr Williams also declared an interest in item 6 on the Agenda and would remain in the meeting to answer any questions which might arise but would not be present during any part of the decision process.

5. **Appeal Hearing**

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

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

**RESOLVED that the subsequent “Appeal Hearing” report be exempt from disclosure for the reasons outlined in the report.**

## 6. **Appeal Hearing**

**Submitted** – A report by the Personnel Service to provide Members with background papers and further information.

**Reported** – The Chair asked all present to introduce themselves to the meeting and advised that the Appeal Hearing would be held in accordance with the Authority's Grievance Procedure and would follow the appeal format as outlined in Appendix 2.

Present at the meeting, to respond to questions raised by the Standards Committee were:-

- i) the appellant
- ii) the appellant's representative – Mark Jones, GMB Regional Organiser
- iii) the Authority's representative – Helen Snow, Geldards
- iv) the Human Resource Advisor – Ceri Jarvis
- v) the Chief Executive – Mr. Emyr Williams

Arising thereon, the appellant and the appellants representative consented to proceed with the Chief Executive in attendance, whilst noting that he would not be present or form any part of the decision process.

Following questioning, the Standards Committee deliberated in private.

All parties were called back to the meeting to receive the decision. The Chair advised that the panel's remit had been to re-examine the correctness of the decision made and that the procedure followed was in line with the grounds of appeal. The Chair stated that the appeal hearing decision was final and binding.

The Chair read out a statement on behalf of the Standards Committee affirming that following careful consideration of all representations, the appeal was dismissed on all three grounds.

### **IT WAS RESOLVED**

1. **to dismiss the appeal.**
2. **that the appellant would be advised in writing of the decision of the Appeal Hearing.**
3. **that the Authority should review communication channels with Plas Tan y Bwlch to ensure effective communication in future.**
4. **that any request for a settlement agreement should be raised directly with the Head of Personnel or the Chief Executive.**

The Chair thanked all involved for their conduct and co-operation.

**The meeting ended at 13.50**

**STANDARDS COMMITTEE**  
**FRIDAY 3<sup>rd</sup> SEPTEMBER 2021**

**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**

Mrs. Sarah Hattle;

**Independent Members**

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

**Officers**

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

The Director of Corporate Services stated that the meeting was subject to the Covid-19 Regulations on how the Authority conducts its business, and that:-

- a Notice of the Meeting had been published and the Agenda and reports were available on the Authority's website.
- the meeting was not open to the public.
- the meeting was being recorded to assist in verifying the minutes but may be made available online at a later date.

1. **Chairman's Announcements**

The Chair welcomed Mrs. Sarah Hattle to the meeting.

2. **Declaration of Interest**

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. Councillor Alwyn Gruffydd was not present for item 7 and did not take part in any decision.

3. **Minutes**

The minutes of the Standards Committee meeting held on 16<sup>th</sup> October 2020 were accepted and the Chairman signed them as a true record.

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 Councillor Philip Capper, Mrs. Sharon Warnes and Mr. Martin J. Hughes as Members of the Single Status Grading Appeals Panel with Councillor Alwyn Gruffydd and Mrs. Rachael L.J. Davies 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 advised that full details of the two complaints, which the Ombudsman had declined to investigate, were provided in the Complaints Monitoring Report (Agenda Item No. 6).

**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 in 2020/21.

**Reported** – The Head of Administration and Customer Care presented the report and confirmed that following the advice of the Public Service Ombudsman, the applicants had referred their complaint regarding a data breach by the planning service to the Information Commissioner. The Information Commissioner had resolved not to take any further action against the Authority due to the prompt action taken, and because the data breach was very limited. Members were further reassured that following this personal data breach, all staff were now required to undertake online data security training on an annual basis. The Chair commended officers for the prompt way in which the complaints had been dealt with.

**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. Members were also asked to note that any references to paragraph (d) in the Welsh report should be corrected to read paragraph (ch).

**Reported** – The Director of Corporate Services presented the report and confirmed that dispensations previously granted by the Standards Committee had worked well.

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

**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 31<sup>st</sup> December 2022, unless further extended by resolution of this Committee prior to the 31<sup>st</sup> December 2022.**
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 31<sup>st</sup> December 2022, unless further extended by resolution of this Committee prior to the 31<sup>st</sup> December 2022.**

8. **The Ethical Framework and Revised Guidance issued by the Public Services Ombudsman for Wales on the Code of Conduct**

Submitted – A report by the Director of Corporate Services for Members to consider the revised guidance, whether any actions arise thereon and the further matters contained in the report.

Reported – The Director of Corporate Services presented the report and Members and officers discussed the following matters in detail:-

- the Director of Corporate Services advised that refresher training on the Code of Conduct was usually provided alongside Planning Training for Members.
- the Director of Corporate Services confirmed that flow charts, to assist Members in declaring Personal and Prejudicial Interests (similar to Appendix 2 and 3 of the Ombudsman's Guidance), were previously circulated at the meeting when meetings were held in person. Members felt that in future, this information could be issued electronically for remote and hybrid committee meetings.
- the Director of Corporate Services stated that once the expected new Code of Conduct was published, the Authority would ensure that all Members are provided with training on the new code and that all the relevant changes will be highlighted. The training would be provided after the Local Government elections in May 2022, which will have an effect on the Authority's membership. For those Members who are provided with Code of Conduct training by Gwynedd and Conwy County Borough Councils, the training will focus on any differences between the Unitary Authorities and the National Park Authority.
- the Director of Corporate Services advised that training providers, such as Trevor Roberts and Associates, had in the past provided very good training for Members which included role play etc., and undoubtedly will be able to provide tailor-made online / hybrid training for the Authority in the future, if requested.
- in response to a question, the Director of Corporate Services stated that training on the Code was not part of the Ombudsman's remit and that the WLGA, whilst providing training modules, they focussed mainly on the Unitary Authorities with minimal focus on the National Parks.
- Members felt it was difficult for the Standards Committee to monitor the operation of the code of conduct, e.g., declarations of Members' Interests etc., and officers agreed to provide a short report detailing Members' declarations of interest to the Standards Committee annually.
- arising thereon, the Director of Corporate Services confirmed that from May 2022, the Standards Committee's remit will include an additional statutory duty to prepare an annual report to the Authority on how the committee's functions have been discharged and provide an overview of conduct matters generally within the Authority. It was agreed that a meeting of the Standards Committee should be arranged early in April 2022 (the date to be confirmed) when Members could consider the framework and contents of the report. The Chair of the Standards Committee and the Director of Corporate Services would then prepare the report in accordance with section "56B Annual reports by the Standards Committees: paragraphs (1) to (8)" of the Local Government and Elections Wales Act (2021), which are relevant to the National Park. The report to be circulated to all Members of the Standards Committee to agree its contents, prior to its presentation by the Chair of the Standards Committee to the Authority's AGM in June.

- in view of the above, Members considered that any discussion as to the merits or otherwise of establishing a joint Standards Committee with the North Wales Fire and Rescue Authority should be deferred for approximately 18 months. This would allow time for the Standards Committee to focus on the adoption of the new Ethical Framework.

#### **RESOLVED**

- 1. that the Authority's Local Resolution Process was aligned to what was being recommended in the guidance and there was therefore no need to review the same.**
- 2. that the value threshold of £25 for disclosure of Gifts and Hospitality should continue when the new protocol is considered for adoption by the Authority in due course.**
- 3. as part of its new duty, the Chair of the Standards Committee will prepare and present an annual report to the Authority's Annual General Meeting in accordance with the provisions of the Local Government and Elections (Wales) Act 2021.**
- 4. that the Standards Committee meets early in April 2022 to consider the contents and framework for the annual report.**
- 5. to thank the North Wales Fire and Rescue Authority for their interest in establishing a joint Standards Committee, but to decline their invitation at this time as Members were currently working on the adoption of the new Ethical Framework.**

#### **9. North Wales Standards Committees Forum**

Received – An oral report by the former Chair of the Standards Committee, for information.

The former Chair advised that she had attended a remote meeting of the North Wales Standards Committee Forum, held on 24<sup>th</sup> June 2021, and that a note outlining the discussion and feedback had been circulated to Members prior to today's meeting. Members noted that a large proportion of the discussion had focussed on providing feedback on the Ethical Framework and guidance by the Public Services Ombudsman. Also, much of the discussion and feedback had focussed on the link with community and town councils with an emphasis on training and the merits of having a consistent framework to provide training packages etc.

**RESOLVED to note the report for information and to thank the former Chair for the report.**

The Chair thanked Members for their contribution and thanked officers for their work.

**The meeting ended at 15.40**

**PERFORMANCE AND RESOURCES COMMITTEE**  
**WEDNESDAY 14<sup>th</sup> JULY 2021**

**PRESENT:**

**Members appointed by Gwynedd Council**

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

**Members appointed by Conwy County Borough Council**

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

**Members appointed by the Welsh Government**

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

**Officers**

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

The Director of Corporate Services advised that the meeting was subject to the Covid-19 Regulations on how the Authority conducts its business, and that:-

- a Notice of the Meeting had been published and the Agenda and reports were available on the Authority's website.
- the meeting was not open to the public.
- the meeting was being recorded to assist in verifying the minutes but may be made available online at a later date.

1. **Election of Chairman**

**RESOLVED to elect Councillor Alwyn Gruffydd as Chairman of the Performance and Resources Committee.**

The Chairman thanked Members for their support.

2. **Election of Vice-Chairman**

**RESOLVED to elect Councillor John Pughe Roberts as Vice-Chairman of the Performance and Resources Committee.**

The Vice-Chairman thanked Members for their support.

3. **Apologies**

Councillor Gethin Glyn Williams;  
Mr. Emyr Williams, Chief Executive.

4. **Declaration of Interest**

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

5. **Minutes**

The minutes of the Performance and Resources meeting held on 24<sup>th</sup> March 2021 were accepted and the Chairman signed them as a true record.

6. **Action Log**

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

Performance and Resources Committee 20.11.19

Action Item 8 – Corporate Work Programme 2019-20

This action was now complete and could be removed from the Action Log.

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

7. **Draft Statement of Accounts 2020/21**

Received – An oral report by the Chief Finance Officer.

Reported – The Chief Finance Officer apologised that the Draft Statement of Accounts 2020/21 report was not ready to be presented due to Covid-related work pressures on officers in both the Finance Section and other areas of the Authority and that the slow flow of information had hindered its delivery. It was agreed that the draft report will be presented to a subsequent meeting of the Authority.

**RESOLVED to defer consideration of the Draft Statement of Accounts 2020/21 report to a subsequent meeting of the Authority.**

8. **External Grant Funding Update Report**

Submitted – A report by the Chief Executive to provide an update for Members on the projects supported by the Authority.

Reported – The Director of Planning and Land Management presented the report on behalf of the Chief Executive.

Members considered the report and made the following observations:-

- Celtic Rainforest Wales Life Project

A member asked for further details on the potential impact of failing to sign up to 20-year agreements, and whether the Authority had received legally robust assurances that this was acceptable. Also, the Member asked whether the project would be subject to a European Audit rather than an UK Audit, post Brexit. The Director of Planning and Land Management understood that European projects were to be underwritten by the UK Government but agreed to seek assurance on this matter from the Chief Executive and report back to the Member. The Director of Planning and Land Management confirmed that the project remained on target, except for the 100% sign up to the 20-year conventions.

- Tais Ogwen

A Member proposed that a map of the area should be exhibited on an interpretation board with all the Welsh place names included. The Director of Planning and Land Management stated that similar work was being carried out jointly by the Carneddau Landscape Partnership and the Welsh Place-Names Society for the Carneddau project and that a similar scheme for Tais Ogwen could form part of the Welsh Place-Names Scrutiny Panel's remit, with the possibility of being further extended to other areas.

- Para. 3.5 Feasibility Study

In response to a question, Members were advised that the feasibility study was to look at future options at Cwm Rhwyddfor.

- Peatlands Project – Output 7

The Director of Planning and Land Management confirmed that officers would proceed with these outputs in future with other sources of grant funding.

- Night Project – North Wales Dark Skies Partnership

A Member asked whether some aspects of this work could be included as a core activity for the Authority, or would it always be project funded? The Director of Planning and Land Management advised that different sources of funding were available, and that it was a strategic decision for the Authority whether to prioritise and engage a full-time officer specifically for this work. Also, as there were many different designations throughout Wales, there was potential for the Authority to be able to work on joint programmes in the future.

**RESOLVED**

1. to note that 3 SMS projects have been completed.
2. to note that the Dinas Mawddwy SMS project has been approved and has commenced.
3. to note that assistance has been provided to a farmer led group on the closure of the Tir Ifan SMS project.
4. to note that the three National Grid Landscape Enhancement Initiative (LEI) projects have been completed.
5. to note that the 2020/21 SLSP projects have been completed.
6. to note the approved 2021/2022 SLSP projects and collaborative projects.
7. to note progress on live projects (Appendix 1).
8. to note priority areas for future bids (Appendix 2).

9. **Scrutiny Panel – Snowdonia’s Carbon Account**

Submitted – A report by the Director of Planning and Land Management to summarise the Scrutiny Process and to highlight the subsequent proposed stages to the process.

Reported – The Director of Planning and Land Management invited the Chair of the Scrutiny Panel to present the report.

The Chair of the Scrutiny Panel thanked the Director of Planning and Land Management and his staff for their work and also thanked the panel Members for their input. He presented the report and strategic overview and Members made the following observations:-

- Members and officers had recognised the need to look further than peatland management alone and as mentioned by Wales Audit, this work provides staff with an opportunity to learn and combine their experiences in areas outside their own specialities.
- a Member felt this work should be linked with the Welsh Government’s agriculture support schemes and that the Authority should express an interest in delivering an element of the new support schemes in light of its past experience for the benefit of both the Authority and local farmers.

- Members discussed COP26, the UN climate summit being held in Glasgow in November 2021 and agreed that the same Scrutiny Panel should be recalled to assess early drafts of any emerging Carbon Strategy in late 2021 / early 2022, prior to reporting to a future meeting of the Authority.

## **RESOLVED**

1. **to note the scrutiny process and contents of the report which highlights the process followed and the issues discussed.**
2. **to support collating the issues discussed into a single Snowdonia Low Carbon Strategy.**
3. **to re-present an early draft of the Snowdonia Low Carbon Strategy to the Scrutiny Panel later in 2021 / early 2022.**

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

Submitted – A report by the Director of Corporate Services to update Members on the Authority's Risk Profile and to consider the effects of COVID-19.

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

- Risk Ref 8 - Non-compliance with "General Data Protection Regulation 2018" (GDPR) – the Director of Corporate Services confirmed that all staff and members were required to complete the online training and that, to date, some individuals had still not completed the course. A reminder had been sent and time to complete the course had been extended. In addition, the Director of Corporate Services advised upon two further online courses on Cyber security which would also need to be completed by all staff and Members.
- Risk Ref 10 - Reputational risk to Authority associated with the unsatisfactory delivery of LIFE Celtic Rainforests project – in response to a question, the Director of Planning and Land Management believed that the high staff turnover was due to staff moving to similar or better positions and was not a reflection on the project itself. He was hopeful that the situation had now stabilised.
- Risk Ref 12 – Diminished Staff Resilience – Following recent discussions at the Members Working Group, officers were asked to consider whether staff recruitment needed to be recognised as a separate risk in the register. Concerns were also raised that as a result of the Covid pandemic, recruitment problems in the hospitality sector were now a significant risk for Plas Tan y Bwlch.

**RESOLVED to note the report and approve the Authority's Risk Profile as submitted.**

### 11. **Corporate Work Programme 2020-21**

Submitted – The fourth and final quarter progress report for 2020/21 by the Director of Corporate Services.

Reported – The Director of Corporate Services presented the report on the fourth and final quarter updates. Members and officers discussed the report and made the following observations:-

- Balancing Our Resources and Efforts – Members considered staff appraisals to be very important and that the Authority should seek to improve on the 32% completion rate currently reported. The Director of Corporate Services advised that the Management Team were aware of this and were seeking improvements.

- a Member asked whether there was a link between staff appraisals, sickness absences and the recruitment and retention of staff. The Member stated that in some organisations, failing to complete staff appraisals was a disciplinary matter for both staff and their managers, although this was not being suggested at this time.
- the Director of Corporate Services confirmed that the Authority was prepared for the anticipated increase in tourism, with more resources and staff on the ground and a clear communication strategy developed for the 2021 season.

**RESOLVED to note the report.**

**12. Performance Indicators 2020/21: Final Results**

Submitted – A report by the Director of Corporate Services to present the final results for 2020/21 for discussion by Members.

Reported – The Director of Corporate Services presented the report and the following matters were discussed:-

- the Director of Planning and Land Management asked Members to note a correction to the data in that the Authority's current housing land supply should be 5.1 years (green) and not 3 years (red) as was recorded. Arising thereon, and in response to a question, the Director of Planning and Land Management confirmed that the Authority was around midway in the planning performance table. A Member asked for the all-Wales comparison data to be provided at the end of every year so that Members could assess the Authority's performance against other planning authorities.
- Our Communities: 1a – the increase in planning permission for affordable housing units in Y Bala was welcomed.
- Our Communities: in response to a question, the Director of Planning and Land Management confirmed that data on housing sold as second homes in the National Park area was available and would be circulated to Members. Arising thereon, Members discussed a recent article in The Telegraph which encouraged people to invest in holiday and second homes. Members were extremely concerned that local people were being priced out of the housing market. Members were also concerned about the Welsh Government initiative providing grants for tree planting, which was being exploited by large companies who purchase farm holdings to plant trees in order to offset their carbon footprint.
- Balancing our Resources and Efforts: a Member noted the excellent outcome for Local Performance Indicators 5c and 5ch.

**RESOLVED to note the report.**

**13. Complaints Monitoring Report**

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

Reported – The Head of Administration and Customer Care presented the report and outlined the main points. Members were reminded that individuals were not identified on confidentiality grounds.

**RESOLVED to note the report.**

14. **Staff Absences 2020/21**

Submitted – An information report by the Head of Personnel summarising staff absences for the period April 2020 to the end of March 2021.

Reported – The Director of Corporate Services presented the report on behalf of the Head of Personnel who had provided an outline of possible reasons why the sickness absence figures had decreased so substantially. Members considered the report in detail and discussed the following:-

- as flu was mostly absent last year, there were lessons to be learnt for continuing with some form of social distancing, hand washing etc., when considering re-opening the office to staff.
- the notable improvements in the sickness rate were to be welcomed although further work should be carried out to ascertain why anxiety/stress/depression and also back problems have all reduced in number.
- a Member asked whether desk assessments were carried out to ensure that staff did not develop back problems due to using laptops at home and also stated that home working hours should be managed. The Director of Corporate Services advised that the Management Team were aware of the need for desk assessments and that this work is usually carried out for all office-based staff. He advised that as the period for covid restrictions was nearing its end, the Management Team were currently considering a pilot scheme for blended working for staff to work partially from home and partially at the office.
- Members asked officers to consider whether to include Covid-19 within the cold/cough, flu, influenza category or as a separate sickness category of its own.

**RESOLVED subject to including a reference to Covid-19, to note the report for information.**

15. **EUROPARC Federation Virtual Conference 2021 : 6<sup>th</sup> and 7<sup>th</sup> October 2021  
“Parks in the Spotlight Powered by People; Inspired by Nature”**

Submitted – A report by the Chief Executive to inform Members of the EUROPARC Virtual Conference 2021 and to discuss representation from SNPA at the event.

Reported - The Director of Planning and Land Management presented the report and asked Members to decide if SNPA should be represented at the 2021 EUROPARC Virtual Conference and, if so, to approve the number of delegates.

Members discussed the report and recommended that the Chairman should attend the conference alongside any other Members who were interested in attending. As there was a cost involved, members were asked to put their names forward to the Members' Services Officer by the 20<sup>th</sup> of July, for the Chairman and the Chief Executive to agree the actual representation. Arising thereon, Councillor Judith Humphreys and Ms. Tracey Evans indicated their interest in representing the Authority at the Conference.

**RESOLVED**

1. **to note the report and authorise representation from Snowdonia at the virtual EUROPARC Conference 2021.**
2. **to request nominations (Members/staff) from Snowdonia to attend the virtual EUROPARC Conference in 2021 and to delegate the decision of the actual representation to the Chairman and Chief Executive.**

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

Submitted - Minutes of the Plas Tan y Bwlch Management Board meetings held on the 24<sup>th</sup> March and 9<sup>th</sup> June 2021, for information.

The Chairman of the Plas Tan y Bwlch Management Board presented the minutes.  
Arising thereon,

Minutes 24<sup>th</sup> March 2021

The minutes should record that Mr. Tim Jones was in the Chair.

Minutes 9<sup>th</sup> June 2021

Item No. 5 - Plas Tan y Bwlch Update

Action No. 2 - in response to a question, officers confirmed that the Property Manager was seeking expert advice on a fault with the current heating system.

**RESOLVED subject to the above, to note the minutes.**

17. **Head of Internal Audit Annual Report 2020/21**

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

Reported – The Head of Internal Audit presented the report and confirmed that she was satisfied that the Authority had a sound framework of control in place to manage risks in the areas investigated in the 2020/21 Audit Plan. Members noted that in order to free up time for an audit on the ‘Sustainable Management Scheme’, the ‘Yr Ysgwrn’ audit had been deferred from the original audit plan.

Members considered the report and discussed the following matters:-

- Returning Equipment  
officers confirmed that although the audit focussed on staff, steps were taken to ensure that Members also return all equipment provided by the Authority.
- the Head of Administration and Customer Care confirmed that a full register is maintained of all equipment provided by the Authority and on the rare occasion where a member of staff has not returned an item, the matter is passed on to the Personnel Department to address the problem.
- Members were advised that Yr Ysgwrn could be included in a future audit plan.

**RESOLVED**

1. **to accept the report as the “Head of Internal Audit’s Annual Report” in accordance with the requirements of the Public Sector Internal Audit Standards for the financial year 2020/21.**
2. **to accept the Operational Audit Plan for the 2021/22 accounting period, subject to amendment in consultation with the Head of Internal Audit, the Chief Executive, the Chief Finance Officer, the Corporate Director and/or Head of Finance.**

18. **Head of Internal Audit Annual Report 2020/21**

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

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

**RESOLVED that “The Head of Internal Audit Annual Report 2020/21” report be exempt from disclosure for the reasons outlined.**

19. **Head of Internal Audit Annual Report 2020/21**

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

Reported – The Head of Internal Audit presented the report on Cybersecurity which Members considered in detail.

**RESOLVED to accept the report as part of the Head of Internal Audit’s annual report in accordance with the requirements of the Public Sector Internal Audit Standards for the financial year 2020/21.**

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

**The meeting ended at 12.25**

**PERFORMANCE AND RESOURCES COMMITTEE  
WEDNESDAY 24<sup>th</sup> NOVEMBER 2021**

Councillor Alwyn Gruffydd (Gwynedd) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

Councillors Elwyn Edwards, Annwen Hughes, Judith Humphreys, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Mike Stevens;

**Members appointed by Conwy County Borough Council**

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

**Members appointed by the Welsh Government**

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

**Officers**

Mr. Emyr Williams, Mr. G.I. Jones, Mr. J. Cawley, Mr. D. Edwards, Ms. B. Hughes, Ms. Sian Owen, Mrs. Helen Pye, Mrs. Awel Gruffydd, Mrs. A. Gaffey;

The Director of Corporate Services advised that the meeting was subject to the Covid-19 Regulations on how the Authority conducts its business, and that:-

- a Notice of the Meeting had been published and the Agenda and reports were available on the Authority's website.
- the meeting was not open to the public.
- the meeting was being recorded to assist in verifying the minutes but may be made available online at a later date.

1. **Apologies**

Councillors Ifor Glyn Lloyd, Gethin Glyn Williams;

2. **Declaration of Interest**

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

3. **Minutes**

The minutes of the Performance and Resources meeting held on 14<sup>th</sup> July 2021 were accepted and the Chairman signed them as a true record.

4. **Action Log**

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

**RESOLVED to note the Action Log, for information.**

5. **Corporate Work Programme 2021-22**

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

Reported – The Director of Corporate Services presented the report and advised that the Corporate Work Programme's new layout negates the need for Members to receive two separate reports. The report outlines the Authority's Well-being

Objectives, the corresponding projects/initiatives and the specific actions, with the outcomes presented separately at the end of each objective.

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

- **Resilient Communities**

Maintaining and increasing the quality of life of residents

In view of the recent agreement between the Labour Party and Plaid Cymru to work together, and the Authority's target to ensure that planning plays a proactive role in encouraging affordable housing, Members discussed the recent Welsh Government pilot scheme in Dwyfor, which aims to provide more control over second homes and holiday homes and the possible joint working opportunities which may arise. The Director of Planning and Land Management confirmed that a report will be presented to a future meeting of the Planning and Access Committee when more details become available.

Supporting Young People

The Director of Corporate Services confirmed that the Youth Officer post had now been advertised.

- Members welcomed the report and the new layout, which was more concise and easier to understand.

**RESOLVED to note the report.**

6. **Draft Annual Report of the Independent Remuneration Panel for Wales**

Submitted – A report by the Director of Corporate Services to discuss the Independent Remuneration Panel's draft Annual Report and to determine whether a response was required.

Reported – The Director of Corporate Services presented the report and the accompanying letter from the Independent Remuneration Panel and outlined the proposed changes.

**RESOLVED to accept the report, as submitted.**

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

Submitted – A report by the Director of Corporate Services to update Members on the Authority's Risk Profile and to consider the effects of COVID-19.

Reported – The Director of Corporate Services presented the report and the risk register. He advised that the Income Generation Target (Car Parks) risk had now been reduced to low and that updates were provided in the register.

Members discussed the following matters:-

- Risk Ref 2 – Income Generation Target (Plas Tan y Bwlch)

The Director of Corporate Services considered the risk should remain unchanged and noted that, whilst the income target had been achieved, various other costs had become apparent.

- Risk Ref 9 – Aspects of financial risk associated with LIFE Celtic rainforest project including non-compliance with procurement rules or spending on ineligible costs resulting in the grant not being awarded, or fluctuation in the Euro/pound exchange rate.

The Chief Executive advised that Members receive a separate six-monthly report on Projects. He confirmed that the Authority was currently ahead on its

achievement targets but behind schedule on its spending target. This was due to an over-estimate on costs, although local contractors were now becoming busier and more expensive, and there was some slippage as a result of the Covid-19 pandemic which will need to be funded.

- Risk Ref 14 – Yr Ysgwrn fails to generate sufficient income to meet the budget  
The Director of Planning and Land Management advised that the risk had been assessed and it was agreed that it should remain unchanged as there were still some uncertainties.

**RESOLVED to note the report.**

8. **Strategic Equality Plan – Annual Report**

Submitted – A joint report by the Head of Personnel and the Head of Administration and Customer Care to present the Annual Report for 2020/21.

Reported – The Head of Administration and Customer Care presented the report and the Strategic Equality Plan Annual Report for 2020/21. Members were advised that the Authority works in partnership with other Authorities to address and raise awareness of hate crime. The Head of Administration and Customer Care reported that, in addition to what was noted in the report, a representative of the North Wales Police Authority had recently advised her of a 21% increase in hate crime this year. A large number of the hate crimes were race related and Members were asked to bear this in mind when dealing with issues which may arise as a result of the increase in holiday home and second home ownership, visitor pressures and associated behaviour etc.

In response to a question, the Head of Administration and Customer Care confirmed that the assessment will include the Authority's socio-economic impact, and the duty will be incorporated and reported upon.

**RESOLVED to note the report and approve the Strategic Equality Plan Annual Report 2020/21 for publication on the Authority's website.**

9. **Strategy for Promoting the Welsh Language 2016-21: Assessing the Outcome**

Submitted – A report by the Head of Administration and Customer Care to assess the outcome of the Authority's Strategy.

Reported – The Head of Administration and Customer Care presented the report, advised upon the background, and outlined main points.

Members and officers discussed the report as follows:-

- a Member felt the survey was small in comparison to population and visitor number figures and asked officers to increase the size of the samples, although it was not suggested that the Authority should go to the expense of a large postal survey. The Head of Administration and Customer Care advised that an online survey, which was advertised on social media, was deemed to be the most cost-effective approach with the resources available. The Head of Administration and Customer Care agreed to consider other more creative ways the Authority can utilise to collect its data in future.
- Members and officers discussed the 2021 census, the outcome of which was due in March 2022, with more detailed local information expected in October 2022.

- The census will provide accurate data, highlight priority areas for the Authority for the next 5 years and also allow the Authority to work closely with its partners.
- with regard to data collection and the Welsh Government's aim to increase the number of Welsh speakers to a million by 2050, a Member felt that this would need a local data collection structure which could then be used to assess the impact of the Authority's strategy on Welsh speakers.
  - in response to a request by a Member, the Head of Administration and Customer Care agreed to further discuss how the use of 'Planning and the Welsh Language' policies can maximise the benefits and make a positive contribution to the Welsh language.
  - Members and officers further discussed the Welsh Government pilot scheme being launched in January which aims to tackle the impact of second home ownership on Welsh communities. The Authority Chairman confirmed that the National Park Authorities have been included in discussions with the Welsh Government, who were mindful of possible legal challenges and consequent displacement effects. A meeting was being arranged with the Chairs of the three National Park Authorities in Wales and a joint statement will be prepared to welcome the announcement. Members were advised that a link to the Minister's statement had been made available for Members on "chat".
  - the Chief Executive confirmed that the vacant post 'Secondary Education Officer' had been incorporated into the Youth Officer post currently being advertised.

## **RESOLVED**

- 1. to note the report and await the outcome of the census, prior to identifying priority areas for the Authority for the next 5 years.**
- 2. to approve the Snowdonia National Park Authority's Strategy for Promoting the Welsh Language 2016-2021: Assessing the Outcome, for publication on the Authority's website.**

### **10. Information Centres Annual Report**

Submitted – A report by the Sustainable Tourism Manager to update members on the progress of the Centres against the financial target.

Reported – The Sustainable Tourism Manager presented the report and provided an overview of the 2021/22 year to date. Members were asked to note that paragraph 2.5 of the Welsh report should state that one of the new posts was contracted and trained to cover all three centres.

Members discussed the following matters:-

- Members thanked the Sustainable Tourism Manager for her report and for the work carried out by the Information Centres, under very challenging circumstances.
- Members discussed local concerns that the area surrounding the Betws y Coed Information Centre was untidy and also discussed the desire, locally, to develop a community hub in the Information Centre which could also be used by small businesses. The Sustainable Tourism Manager confirmed that a planning application was being presented to the next meeting of the Planning and Access Committee which would improve access to the Centre and tidy up the surrounding area. The Sustainable Tourism Manager was aware of the desire to create a community hub at Betws y Coed but was not convinced that the Information Centre was the best location for this resource, although ultimately this was a decision for the Authority.

- a Member noted his concern that sickness cover was not available to ensure that the Aberdyfi Information Centre could remain open. The Sustainable Tourism Manager confirmed there was now a system in place which would ensure cover for staff absences which, hopefully, will solve this problem for the future.
- Members and officers discussed reasons for the reduction in visitor numbers at the Centres and the effect of the pandemic on coach and cruise operators.

**RESOLVED to note the report and approve the actions for 2022/23, as outlined.**

**11. Health and Safety Annual Monitoring Report 2020/21**

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

Reported – The Director of Corporate Services presented the report and advised that he would forward any questions he may be unable to answer to the Head of Personnel for response.

Members discussed the report and raised the following matters:-

- a Member was concerned that comparison data was not included and that the report should provide more information on issues such as staff mental health and also, near misses. The Chief Executive confirmed there was a procedure in place to record near misses, although it was not included as part of the report. He also confirmed that all staff have been invited to attend a mental health first aid course and that the 'all staff' meeting had focussed on coping methods for working from home. He was aware, nevertheless, that workload pressures were the biggest problem for staff at this time. It was agreed that the Head of Personnel would circulate the data to Members as requested.
- in response to a question, the Chief Executive stated that staff appraisals would identify the need for further training and ensure that frontline staff have the necessary skills to deal with awkward customers and tense situations.
- as the Covid-19 pandemic had meant more staff were required to work from home, a Member asked whether this had impacted on staff's physical wellbeing? The Director of Corporate Services confirmed that staff were encouraged to follow instructions on how to set up their equipment and to request further equipment or furniture to address their home-working needs as necessary. The Director of Corporate Services confirmed that some staff had requested further equipment and the future introduction of hybrid working would also serve to address such problems.

**RESOLVED**

- 1. to note the report, for information.**
- 2. to await further information from the Head of Personnel, as outlined.**

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

Submitted - Minutes of the Plas Tan y Bwlch Management Board meeting held on the 13<sup>th</sup> October 2021, for information. The Chairman of the Plas Tan y Bwlch Management Board presented the minutes, and the Director of Corporate Services provided a summary of the current position.

Members and officers discussed the following:-

- the Director of Corporate Services confirmed that the surveyor was currently at Plas Tan y Bwlch undertaking a full condition survey. The survey would be presented to the Authority prior to any decision being taken.
- as Plas Tan y Bwlch was a Grade II\* listed building, a Member asked officers to investigate the availability of grant funding for the future.
- in response to a question, the Chief Executive advised that Members will be asked to consider the future of Plas Tan y Bwlch at the end of the Summer 2022 season. He noted his concerns that there was too much focus on income and that further work was needed by the Board to fully realise the profit margins etc.
- a Member noted that the Authority needs to decide how Plas Tan y Bwlch, as an asset, fits into the Authority's role, before any significant monies are spent. The Director of Corporate Services confirmed that the matter will be fully discussed by Members before any formal decisions are made on the future of Plas Tan y Bwlch.

**RESOLVED to note the minutes.**

**The meeting ended at 11.40**

**PERFORMANCE AND RESOURCES COMMITTEE  
WEDNESDAY 23<sup>rd</sup> MARCH 2022**

Councillor Alwyn Gruffydd (Gwynedd) (Chairman)

**PRESENT:**

**Members appointed by Gwynedd Council**

Councillors Elwyn Edwards, Judith Humphreys, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Mike Stevens;

**Members appointed by Conwy County Borough Council**

Councillor Phil Capper, Wyn Ellis Jones, Ifor Glyn Lloyd;

**Members appointed by the Welsh Government**

Ms. Tracey Evans, Mrs Sarah Hattle, Mr. Owain Wyn;

**Officers**

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

The Director of Corporate Services advised that the meeting was subject to the Covid-19 Regulations on how the Authority conducts its business, and that:-

- a Notice of the Meeting had been published and the Agenda and reports were available on the Authority's website.
- the meeting was not open to the public.
- the meeting was being recorded to assist in verifying the minutes but may be made available online at a later date.

1. **Apologies**

Councillors Annwen Hughes, Gethin Glyn Williams; Mr. Brian Angell, Mr. Tim Jones.

2. **Declaration of Interest**

Mr. Emyr Williams, Mr. G. Iwan Jones and Mr. Jonathan Cawley declared an interest in item 10 on the Agenda and left the meeting while the matter was being discussed.

3. **Minutes**

The minutes of the Performance and Resources Committee held on 24<sup>th</sup> November 2021 were accepted and the Chairman signed them as a true record.

4. **External Grant Funding Update Report**

Submitted – A report by the Chief Executive to provide an update on projects supported by the Authority and to approve due process for formally accepting projects/programmes in future years.

Reported – The Chief Executive presented the report and background. He advised that discussions with the Ministers Office on the complexities of delivering short term grants had resulted in Welsh Government seeking assurance of member involvement in the approval of grant funding. Members were asked to consider whether or not to review the current member grant funding approval procedure. (Appendix 3)

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

- Appendix 1: in response to a question, the Chief Executive advised that the risk of unsecured match funding for European grant funded projects was now reduced with a legally binding contract in place for the LIFE project.
- the Chief Executive agreed to provide a Member with further details of the location of the 'Adra' housing estate being built within the National Park.
- a Member asked whether there was an arrangement for the eight Designated Landscapes of Wales to consider collaborative projects for 2022/23?
- the Chief Executive advised that the list of future projects, outlined in paragraph 3, would be further considered once the Authority's new membership had been established.
- Members considered whether the status quo was sufficient to allow Members to provide a strategic overview and monitor the grant programme or whether to establish a financial threshold. Members concluded they were satisfied with the current process.
- the Chief Finance Officer was in support of officers continuing to develop and submit bids within the strategic areas agreed by Members, and to accept grant offers. Officers could then, if appropriate, seek member approval at the first opportunity following an offer of grant.
- to advise the Welsh Government of the decision to continue with the status quo. Should the Welsh Government continue to seek a change to the procedure, a further report will be submitted at that time.
- the Chief Executive, in response to a question, advised that the policy for purchasing land or property had been amended to provide more flexibility.

#### **RESOLVED**

1. **to note that the 2021/22 SLSP projects have been completed.**
2. **to note progress on live projects (Appendix 1).**
3. **to confirm priority areas for future bids (Appendix 2).**
4. **to note potential scope for 2022/23 SLSP grant submission.**
5. **to advise Welsh Government that the Authority has resolved to retain the current arrangements for grant development and acceptance.**

#### 5. **Action Log**

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

**RESOLVED to note the Action Log as submitted.**

#### 6. **2021/22 Budget Update**

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

Reported – The Head of Finance presented the report, which summarised the revised revenue and capital budgets for the first eleven months of 2021/22 and provided a projection of the Authority's position at the financial year-end. Members noted the forecasted year-end underspend of £100,500 which represents 1.25% of the total budget.

**RESOLVED to note the report, for information.**

## 7. **The Authority's Risk Profile**

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

Reported – The Director of Corporate Services presented the report and risk profile and outlined the 4 main changes to the register.

Arising thereon,

### Risk Ref. 2 Income Generating Target (Plas Tan y Bwlch)

The Director of Corporate Services advised that whilst Plas Tan y Bwlch had achieved its income generating target, additional costs had been incurred, such as fuel and staff costs. The Head of Finance was currently preparing a detailed report and Plas' House Manager was in the process of preparing a Business Plan which will assist officers to provide improved forecasts for the year ahead.

### Risk Ref. 4 – Reputational risk re. the Authority's management of Yr Ysgwrn

The Director of Planning and Land Management reported that the risk remains at medium (amber) and confirmed that a new Visitor Experience Manager was being appointed.

**RESOLVED to note the report and the Risk Register as outlined.**

## 8. **Corporate Work Programme 2021/22**

Submitted – A progress report by the Director of Corporate Services for the third quarter of the financial year. He further advised that where the work had been completed, quarter four updates were also included if the information was available.

Reported – The Director of Corporate Services presented the report and third quarter updates. Members and officers discussed some of the trends shown in red in more detail.

- Improving Management and Understanding of Cultural Heritage  
the Director of Corporate Services confirmed that the new website will detail all the walks being arranged by the Warden Service which hopefully will increase interest. The Head of Engagement confirmed that Cwmni Nod Glas had contacted the Authority and that it will be possible to provide information on behalf of 3<sup>rd</sup> parties, once the new website is launched.
- Supporting Young People  
Members were advised that the Youth Officer would commence in post during April 2022. Work to support young people will be begun as a priority.
- Promoting and Actively Supporting the Welsh Language  
in response to a question, the Head of Administration and Customer Care advised that the census data was due in May 2022. The new timescale should allow enough time for officers to present an initial report to Members outlining priority areas for the Welsh Language Promotion Strategy in July 2022.
- the Director of Planning and Land Management advised that the Place Names Scrutiny Panel had agreed upon the basis for officers to prepare a guidance note to be presented to the Authority either in July or September 2022.
- a Member welcomed the Authority's commitment to engage with hard to reach and disadvantaged groups and asked whether this could form part of the role of the Volunteer and Well-Being Officer?

**RESOLVED to note the report.**

9. **Revision of Llyn Tegid Fees**

Submitted – A report by the Head of Property Services seeking to revise the current Llyn Tegid Fees.

Reported – The Head of Property presented the report and background and confirmed that blue badge holders would still be allowed to park free of charge. He advised that the Authority had benefited from changing the fee collection method from manual to electronic. In response to a question, he confirmed that parking was allowed until midnight only and that illegal overnight parking was a matter to be addressed in consultation with Gwynedd Council. The Head of Property asked Members to notify officers of any roadside parking breaches which would then be raised with Gwynedd Highways Authority and the North Wales Police Authority.

**RESOLVED to note the report and approve the fee review as outlined in paragraph 3.1 of the report, effective from 1<sup>st</sup> April 2022.**

10. **Pay Policy Statement 2022/23 and Pay Policy Annual Report for 2021/22**

Submitted – A report by the Human Resource Service Manager, Gwynedd Council for Members to approve the Pay Policy Statement for 2022/23 and receive the Pay Policy Report for 2021/22.

Reported – The HR Service Manager presented the report and background and advised upon the National Pay Award of 1.75% for 2021/22.

**RESOLVED**

**1. to approve the Pay Policy Statement for 2022/23.**

**2. to approve the Pay Policy Annual Report for 2021/22.**

11. **Freedom of Information**

Submitted – A report by the Head of Administration and Customer Care on information requests received by the Authority under the Freedom of Information Act 2000.

Reported – The Head of Administration and Customer Care presented the report, for information.

**RESOLVED to note the report.**

12. **Annual Report for Yr 2021: Communications and Engagement Strategy Performance Indicators**

Submitted – A report by the Head of Engagement together with the annual report on the Communication and Engagement Strategy performance indicators and progress on the action plan.

Reported – The Head of Engagement presented the report, the background and the 2021 Progress Report in detail.

Arising thereon, a Member asked, in the light of the priorities set out in the Welsh Government's Valued and Resilient statement, to what extent did the strategy focus on under-represented groups and how could this be improved for the future. Also, he asked to record the success of the Authority's staff in assisting Welsh Government in their recent recruitment drive for new Members, which had been very successful.

**RESOLVED to note the Annual Report for Year 2021: Communications and Engagement Strategy Performance Indicators.**

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

Submitted – The minutes of the Plas Tan y Bwlch Management Board meeting held on 24<sup>th</sup> November 2021, for information.

In response to a question from a Member, the Director of Corporate Services confirmed that the surveyors report, which was extensive, had been received and officers were now awaiting the executive summary. The next steps would be to package and prioritise the work to make it affordable and the work would then start in the Summer of 2023. In the meantime, some temporary work will be undertaken as nothing needs immediate attention but needs addressing in the medium term.

**RESOLVED to note the minutes.**

**The meeting ended at 11.50**