

BRECON BEACONS NATIONAL PARK AUTHORITY

Telephone: (01874) 624437

Plas y Ffynnon
Cambrian Way
Brecon
Powys
LD3 7HP

Dear Member

The **ANNUAL MEETING** of the **NATIONAL PARK AUTHORITY** will be held at **PLAS Y FFYNNON, CAMBRIAN WAY, BRECON ON MONDAY 26th JULY 2004 AT 10.00AM** when your attendance is requested.

Yours sincerely

CHRISTOPHER GLEDHILL
CHIEF EXECUTIVE

Fire Evacuation Advice

***In the event of a fire, please exit the building via the main staircase,
and assemble in the car park at Assembly Point 3***

PLEASE NOTE THAT THE NATIONAL PARK AUTHORITY MEETING WILL TAKE PLACE ON COMPLETION OF THE ANNUAL MEETING OR AT 12.00, WHICHEVER IS THE SOONER.

**** (Lunch will be provided for all members at an appropriate stage) ****

AGENDA

1.0 ELECTION OF CHAIRMAN

To elect a Chairman of the Authority until the next Annual Meeting of the Authority.

2.0 ELECTION OF DEPUTY CHAIRMAN

To elect a Deputy Chairman of the Authority until the next Annual Meeting of the Authority.

3.0 CORRESPONDENCE

To receive the attached Schedule of Correspondence and make any recommendations thereon. (Below).

4.0 MEMBERS' DECLARATIONS OF INTEREST

To receive any declarations of interests from members regarding items to be considered on the agenda.

5.0 APPOINTMENT OF MEMBERS TO THE NATIONAL PARK AUTHORITY

To formally note the appointment of representatives of the constituent Unitary Authorities:

Powys

Cllr P Ashton
Cllr J Morris
Cllr Mrs M Morris
Cllr E T Morgan

Cllr K Pathak
Cllr W Powell
Cllr Mrs K Silk
Cllr Mrs M Tunnicliffe

Monmouthshire

Cllr A Breeze
Cllr A Carrington

Carmarthenshire

Cllr E Williams
Cllr Huw Morgan

Blaenau Gwent

Cllr P Hopkins

Torfaen

Cllr M Reece

Merthyr Tydfil

Cllr A Baynham

Rhondda Cynon Taff

Cllr G Thomas

6.0 APPOINTMENT OF MEMBERS TO COMMITTEES

- 6.1 To move an adjournment of the meeting to enable Unitary Authority and Assembly appointed members to meet to discuss membership of committees, and to ensure balance of those committees in accordance with Paragraph 13(3) of Schedule 7 to the Environment Act 1995 (two thirds Unitary Authority members and one third Assembly members).

NOTE: The following documents are provided for members' information and guidance:

Enclosure 1: Current Committee Structure

Enclosure 2: Terms of Reference of the committees and panels of the Authority.

- 6.2 On reconvening the meeting, to appoint members to the following committees until the next Annual Meeting of the Authority.
- a) Development Control Committee (all members)
 - b) Strategy and Policy Committee (all members)
 - c) Corporate Resources Committee (15 members -10 Unitary Authority appointed/5 Assembly appointed)*
 - d) Access and Rights of Way Committee (13 members - 9 Unitary Authority appointed /4 Assembly appointed)*
 - e) Standards Committee (3 members - 2 Unitary Authority appointed /1 Assembly appointed)
 - f) Events Committee* (11 members - 7 Unitary Authority appointed /4 Assembly appointed)
 - g) Complaints Panel (3 members of Corporate Resources Committee - 2 Unitary Authority appointed /1 Assembly appointed)
 - h) Joint Negotiating Committee (3 members - 2 Unitary Authority appointed/1 Assembly nominated)

NOTES:

****The Chairman and Deputy Chairman sit as ex officio members of the Corporate Resources, Access and Rights of Way and Events Committees and are included in the total number of members for those committees.***

7.0 ELECTION OF CHAIRMEN AND DEPUTY CHAIRMEN OF COMMITTEES

7.1 To move an adjournment to enable the following committees to meet in turn to elect their Chairman and Deputy Chairman:

- a) Development Control Committee
- b) Strategy and Policy Committee
- c) Corporate Resources Committee
- d) Access and Rights of Way Committee
- e) Events Committee

NOTE: Agendas for these meetings are attached at Enclosure 3.

7.2 On reconvening the meeting, to note the Chairmen and Deputy Chairmen of committees until the next Annual Meeting of the Authority.

7.3 To appoint members to the following panels:

- a) Appeals Panel: (5 members – 3 Unitary Authority appointed/2 Assembly appointed, to include the Chairman of Corporate Resources Committee, who chairs the panel)
- b) Grievance Panel: (3 members - 2 Unitary Authority appointed/1 Assembly appointed – to include Chairman of Corporate Resources Committee who chairs the panel)

8.0 COMPLAINTS PANEL: CHANGE OF NAME

During the last few months members, officers and some community/tourism representatives have undergone Service Best training. The issue of the Complaints system was raised at more than one session as being a very negative term for the Authority to use. Currently if members of the public wish to make a complaint they are given a copy of the Complaints leaflet (a copy is provided in the Member Handbook) which outlines the complaints process and stages.

The Corporate Management Team considered this at a recent meeting and came up with a number of alternative suggestions for members to consider, including Service Best Panel, and Customer Feedback Panel.

Recommendation: That members give consideration to renaming the Authority's Complaints Panel to better reflect the Authority's commitment to improving its service to the public.

9.0 APPOINTMENT OF MEMBERS TO ADVISORY COMMITTEES

To appoint members to the following Advisory Committees:

- a) National Park Visitor Centre Advisory Committee (3 members including the Chairman of the Authority)
- b) Upper Swansea Valley Advisory Committee (4 members including the Chairman of the Authority)
- c) Eastern Area Advisory Forum (up to 8 members including the Chairman and Deputy Chairman of the Authority)
- d) Central Area Advisory Forum (up to 8 members including the Chairman and Deputy Chairman of the Authority)
- e) Western Area Advisory Forum (up to 8 members including the Chairman and Deputy Chairman of the Authority)
- f) Access and Recreation Advisory Group (ARAG) (Currently 9 members)
- g) Meithrin Mynydd Advisory Group (Currently 6 members)

10.0 APPOINTMENT OF MEMBERS TO WORKING GROUPS/TASK AND FINISH GROUPS

To consider the appointment of members to the following working groups:

- a) Grants Advisory Panel (Sustainable Development Fund) (One member only, to chair the Panel)
- b) Sustainable Development Fund Members' Group (up to 6 members including the Chairman of the Grants Advisory Panel)
- c) Unitary Development Plan Working Group (all members)
- d) Whole Authority Analysis Task and Finish Group (up to 7 members)
- e) Development Control Priorities Task and Finish Group (up to 9 members)

11.0 APPOINTMENT OF LEAD MEMBERS

The principle of having lead members for some areas of the Authority's work was highlighted in the Audit Commission in Wales' Whole Authority Analysis. It was agreed by the Corporate Resources Committee on 29th

January 2004, but the Authority, at its meeting on 2nd April 2004, deferred a decision on nominating members until after the local government elections. It was agreed that members be nominated to the following areas of work:

- a) Human Rights
- b) Equal Opportunities
- c) Visitor Centres
- d) Sustainable Development
- e) Social Inclusion
- f) Agricultural Reform and land management
- g) Historical and cultural heritage (including Welsh language)

Once lead members have been nominated, they will be given a generic training module with individual training for the specific area. This will be carried out at the induction stage of member training.

Recommendation: That members give consideration to nominating lead members to the areas of work identified in the report.

12.0 APPOINTMENT OF MEMBER TO THE ASSOCIATION OF NATIONAL PARK AUTHORITIES (ANPA)

To confirm the appointment of the Chairman of the Authority to the Association of National Park Authorities until the next Annual Meeting of the Authority, with the Deputy Chairman to deputise.

13.0 APPOINTMENT OF MEMBERS TO THE WELSH ASSOCIATION OF NATIONAL PARK AUTHORITIES (WANPA)

To confirm the appointment of the Chairman and Deputy Chairman of the Authority to the Welsh Association of National Park Authorities until the next Annual Meeting of the Authority.

14.0 WELSH LOCAL GOVERNMENT ASSOCIATION

To appoint a member to represent the Brecon Beacons National Park Authority on the WLGA Council until the next Annual Meeting of the Authority.

15.0 APPOINTMENT OF MEMBERS TO OUTSIDE BODIES

15.1 To consider the appointment of a representative(s) to the following bodies until the next Annual Meeting of the Authority.

Note: Where representation involves becoming a director this is indicated. A list of positions held by current members is attached at Enclosure 4 for members' information

- a) Joint Council for Wales (1 member)
- b) Provincial Council of Wales (Employers' Side) (1 member)
- c) WTB Regional Tourism Partnerships (1 Director to each organisation)
 - Capital Regional Tourism
 - South West Wales Tourism Partnership
 - Mid Wales Tourism Partnership
- d) Regional Strategic Planning Groups:
 - South East (1 member)
 - South West (1 member)
- e) National Assembly for Wales Waste Management Group
 - South East/South West
- f) Tourism Growth Area Steering Group (3 members)
- g) Disabled Access Steering Group (2 members)
- h) Brecon Town Centre Working Party (1 member)
- i) Brecon Tourist Information Centre Steering Group (2 members)
- j) Carmarthenshire Tourism Forum (1 member – this forum is currently in abeyance but will be resurrected this year)
- k) Biodiversity Information Centre (1 Director)
- l) Blaenavon Industrial Landscape World Heritage Site Management Committee (1 member)
- m) Council for National Parks
- n) WLGA/Environment Agency Forum (1 member)
- o) Brecon Agricultural Show Working Group (1 member)

15.2 To consider whether the Authority should continue to appoint representatives to the following two organisations:

Coalfields Communities Campaign

The Authority has been an associate member of the Welsh Branch of the Coalfields Communities Campaign since July 2001. The Authority's representative has attended regular meetings of the Welsh and the national campaign. Reports on some of these meetings have been received, but there has been limited relevance to the work of the National Park. A recent application for funding to the Coalfields Regeneration Trust was unsuccessful, and members may wish to consider the benefits of continuing the Authority's membership.

Festival of the Countryside

The Authority has been associated with this organisation in Mid Wales for several years, and the Authority's representative was appointed a director of the Festival last year, and attended meetings in Newtown. We have not received any feedback from those meetings in the past. The Festival of the Countryside promotes sustainable tourism, and includes some information about the National Park in its brochure. It might be appropriate to have officer involvement in order to ensure the accuracy of information being used in relation to the Park, rather than involvement at member level. Members' views are sought on this.

Recommendation: That the Authority decides whether to continue to nominate a representative on:

- a) The Coalfields Communities Campaign***
- b) The Festival of the Countryside***

16.0 OTHER BUSINESS

Such other business as is, in the opinion of the Chairman, of such urgency as to warrant consideration.

SCHEDULE OF CORRESPONDENCE

1. To receive apologies for absence
2. Such other correspondence as, in the opinion of the Chairman, is of such urgency as to warrant consideration.