

Chief Executive Performance Review Panel Minutes of meeting held on Wednesday, 22nd April, 2020 via video conference at 10.00 am

Present:

Cllr. Paul Harries Chair of Authority

Cllr Di Clements

Mrs Julie James

Tegryn Jones, Chief Executive, for item 5

It was unanimously agree to proceed with the CEO review via video conference.

1. Apologies

None

2. Declarations of Interests

None.

3. Minutes of meeting held on 29th November 2019

The minutes were confirmed as correct. There were no matters arising.

4. Exclusion of public

The panel excluded the public from the meeting.

5. Review of progress against the targets and objectives set for the Chief Executive and agreeing objectives for 2020-2021

The panel considered a report prepared by the Chief Executive in relation to this year's targets and discussed progress and issues arising.

The panel congratulated the Chief Executive on the excellent progress made up until the Covid-19 lockdown and the leadership he had shown in these unprecedented times.

In particular, the Panel wished to commend the CEO for the daily conversations with the Chair, the joint update to Members and the excellent staff newsletter which was both caring and positive.

The CEO updated the Panel on the WG recommendations that came into force today regarding holding future Authority meetings via video conference and the successful trials with Members and his wish to phase in future meetings to build confidence in Members and Officers leading to allowing the public to view proceedings and speak at future DM meetings. This plan was supported.

With regard to the Sustainable Landscapes Sustainable places scheme, he had spoken with WG and there is more than a 50:50 chance that we may still receive funding so has agreed to develop a proposal to host the fund and implementation if a decision is taken.

With regard to continuity of business, he reported that we could be more resilient if we had more equipment and software licenses and the phone system is very antiquated. With more homeworking in future we could save on accommodation costs but we would need to be mindful of output and outcomes.

Destination Management shadow board has been established with parity of representation as requested by Members. Their role is to set up the structure of the Board.

The issues highlighted will help to inform us in the next 6-12 months and form the basis of future objectives.

The CEO said he had contacted PCC, HDUHB and other groups to offer support during these difficult times but had no requests thus far, apart from medicine delivery.

Julie James sought clarification on whether new objectives should be agreed at this meeting and whether outstanding objectives should be rolled forward and the issues highlighted form additional objectives. This was unanimously agreed.

Resolved:

- a) That the panel was fully satisfied with performance and agreed the main challenges highlighted by the CEO in his report.**
- b) That the panel indicated the need to focus on the following in 2020-21:**
 - i. Review and manage the Authority's resources, taking account of the impact of COVID19 and to include a process to explore options with the involvement of Members with a view to setting a balanced budget in 2021-22;**
 - ii. Raise the scale of ambition with staff by exploring new sources of funding and new ways of working;**
 - iii. Conduct a corporate review of where our future priorities should be involving Members, staff and stakeholders that will take account of how the National Park Authority is able to meet the challenges for the National Park and local communities of responding to COVID-19, Brexit and other factors;**
 - iv. Develop and implement initiatives on land and within the marine to enable the Authority to assist with tackling climate change and the loss of biodiversity;**

- v. Ensure Destination Management structure is progressed;**
- vi. Support the health and well-being of staff through supporting the HR Manager to undertake a review and consultation on HR policies and practices, including committing to the Welsh Government Corporate Health Standard;**
- vii. Develop and implement proposals to introduce efficient ways of working that reduces costs and the carbon footprint of the Authority;**
- viii. Support work towards the WLGA Advanced Member Charter;**
- ix. Work with Partners to positively influence policies relating to designated landscapes leading to and after the 2021 National Assembly elections.**

The meeting ended at 10.45