

Action Log – National Park Authority

Meeting Date	Minute Ref	Action Required	By whom	Timescale	Progress
14/12/2022	10	Update Scheme of Delegation - job titles and Committee names, etc	JE	March 2023	Completed
14/12/2022	11	Cyber Security - training for Members, esp Rosie as Lead Member, also an action plan to a future meeting	JE/TB	Spring 2023	Training package identified and being tested by officers
14/12/2022	13	CJC Co-option agreement to a future meeting of NPA	TJ	Spring 2023	Report to NPA 29/03/23
08/02/2023	6(ii)	Presentation by Youth Committee - probably a Workshop	CL	Spring 2023	Presentation on Youth Manifesto to NPA 29/03/23
08/02/2023	6(iii)	Arrange Health and Safety Training for Members	JE/KD	Spring 2023	Completed. Training Session 01/03/23, which was recorded for those not able to attend
08/02/2023	6(iii)	Finalised staff structure to be circulated to Members	TJ/KD	Spring 2023	Completed 15/03/23
08/02/2023	7	Add the word 'baseline' to Section 3 of Financial Reserves Policy and cross-check the risk assumptions with the Risk Register.	RG	February 2023	Completed
08/02/2023	9	Circulate Visit Pembrokeshire Accounts	TJ/DC	Spring 2023	
08/02/2023	10	Update Terms of Reference of Car Park Working Group and arrange meeting	JE/CL	Before next meeting	Initial meeting of Working Group held 08/03/23
08/02/2023	14	HAVS Action Plan to be shared with Members as it is updated	TJ/KD	Spring 2023	Action Plan circulated.