

# OPERATIONAL REVIEW COMMITTEE

9<sup>th</sup> July 2014

Present: Councillor R Kilmister (Chairman)  
Councillors P Harries, S T Hudson, O James, PJ Morgan and A Wilcox, Ms C Gwyther and Mrs M Thomas

(NPA Offices, Llanion Park, Pembroke Dock: 10:00am – 11:15am)

**1. Appointment of Chair**

It was **UNANIMOUSLY RESOLVED** that Councillor R Kilmister be appointed Chair for the ensuing year.

**2. Appointment of Deputy Chair**

It was **UNANIMOUSLY RESOLVED** that Mrs M Thomas be appointed Deputy Chair for the ensuing year.

**3. Apology**

An apology for absence was received from Mr A E Sangster.

**4. Disclosures of interest**

No disclosures of interest were received.

**5. Performance report for the period ending 31<sup>st</sup> May 2014**

The Business and Performance Manager presented progress on the outcomes of the Authority's Corporate Strategy that were relevant to the work of the Committee using the Ffynnon performance management system. This showed the percentage of work completed, together with the associated RAG (Red-Amber-Green) status for each action. Progress on each action was set out in the report.

It was reported that the majority of the actions and measures were proceeding in line with expectations.

With regard to the Park Delivery Section it was reported that some woodland work was falling behind as staff had been helping out on other activities in the North Area, however conservation work was on target.

In Development Management the percentage of applications approved to date was almost 94% and those determined within the eight week period was almost 87% which would place the National Park Authority in the top 2 or 3 of the Welsh Government's "League Table". Members enquired about figures for enforcement as they were not included in this report. The Business and Performance Manager advised that this information would be included in future reports.



One Member queried the Buildings at Risk figure and was advised that Cadw were in the process of re-surveying Buildings at Risk in Wales. It was also reported that the granting of Historic Buildings funding towards building conservation work in Tenby had improved the figures slightly.

Members also queried the Delegation Agreement with regards to Public Rights of Way. The Head of Delivery advised that a revised Delegation Agreement had been submitted to Pembrokeshire County Council (PCC) and a meeting requested, however no response had been received to date. Members felt that it would be beneficial for the Chair of the Operational Review Committee together with the Head of Park Direction and Planning to attend this meeting once it had been arranged.

The Head of Park Direction advised that, in terms of a Local Development Plan (LDP) review, new guidance was awaited on how this should proceed. However, work was progressing on the annual monitoring report which would be presented to a meeting of the National Park Authority later in the year.

With regard to the Tourist Information Centres the Business and Performance Manager advised that figures now included entrance fees as well as sales figures as requested by Members at the former Recreation and Tourism Review Committee. The picture was generally mixed however showed a slight increase overall with car park figures also showing an increase.

Members finally queried the current strategy relating to Cilrhedyn Woodland Centre and requested a more detailed report be brought to the next Operational Review Committee later in the year.

It was **RESOLVED**:

- (a) that the performance report be received;
- (b) that the Head of Delivery contact Pembrokeshire County Council again with a view to arranging a meeting to discuss the Delegation Agreement in relation to Public Rights of Way, and that the Chair of the Operational Review Committee also attend that meeting and
- (c) that a report on the Cilrhedyn Woodland Centre be presented to the next meeting

## **6. Outcomes achieved by reorganising how Park purposes are delivered**

Members were advised that this report considered what the outcomes had been from the Authority's re-organisation of how practical land conservation, public rights of way and countryside access and archaeology work was carried out by the Authority. The Head of Park Direction advised that prior to reorganisation in 2011/2012 there was a



degree of separation between conservation and recreation work programmes. Reorganisation included moving all the warden teams to a new directorate, Park Delivery, while work programming for conservation, rights of way and archaeology were centralised under the Park Direction directorate. This effectively meant that all warden teams were pulled into one team with everyone working together under the same system, resulting in each warden gaining a much wider set of skills and understanding of Park purposes.

Members requested a chart showing the staffing structure for the Park Delivery and Park Direction Teams and officers agreed that this would be provided at the next meeting.

It was **RESOLVED** that the report be noted.

**7. Continuous Improvement Group: delegation of issues of concern**

It was **RESOLVED** that there were no issues of concern that needed to be delegated to the Continuous Improvement Group for consideration.