



Llywodraeth Cymru
Welsh Government

Information for Candidates

Snowdonia National Park Authority

Appointment of a Member



Snowdonia National Park Authority

Diversity Statement

The Welsh Government believes that public bodies should have board members who reflect Welsh society - people from all walks of life - to help them understand people's needs and make better decisions. This is why the Welsh Government is encouraging a wide and diverse range of individuals to apply for appointments to public bodies. Applications are particularly welcome from all under-represented groups including women, people under 30 years of age, members of ethnic minorities, disabled people, lesbian, gay, bisexual and trans people.

Positive about Disability

The Welsh Government operates a Positive about Disabled People scheme and welcome applications from people with disabilities. The scheme guarantees an interview to disabled people if they meet the minimum criteria for the post. The application form also enables you to detail any specific needs or equipment that you may need if invited to attend an interview.



INVESTORS
IN PEOPLE | Silver



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Background

What are National Parks?

National Parks are landscapes of international importance. Although predominantly rural in nature they are close to important urban communities and have significant potential to enrich the lives of the people of, and visitors to, Wales and to contribute positively to the Welsh economy. A key task of National Park Authorities is to help ensure that these special areas will in the future, be places with a richer and more diverse landscape, wildlife and heritage than today, enjoyed and cherished by a full cross section of society.

What is their role?

The National Park Authorities have two statutory purposes under the Environment Act 1995:

- to conserve and enhance the natural beauty, wildlife and cultural heritage of the National Parks;
- to promote opportunities for the understanding and enjoyment of the special qualities [of the Park] by the public.

As well as seeking to fulfil their two statutory purposes the National Park Authorities have a duty to foster the economic and social well being of their local communities.

If it appears that there is a conflict between these purposes, greater weight shall be attached to the purpose of conserving and enhancing the natural beauty, wildlife and cultural heritage of the area within the National Park.

How do they Achieve their Purposes?

These purposes are achieved by effective development control management and by the effective exercise of their duty to promote the public's understanding and enjoyment of these special areas. The National Park Authorities are the planning and mineral authorities for their areas.

National Park Authorities are responsible for producing development plans for their areas and for development control. Each Authority is required to prepare a National Park Management Plan. The Plan sets out policies for the management of the Park and for the organisation and provision of services and facilities by the National Park Authority to achieve National Park purposes. It includes policies for the management of the land in the National Park and forms the basis for collaboration not only with statutory and voluntary conservation organisations, but also with other public and private landowners. Consultation during the preparation of the Plan allows people to contribute to achieving workable policies and is essential to sympathetic co-operation with residents and other interests in the Park. The National Park Authority will involve key stakeholders such as Natural Resource Wales, the Welsh Local Government Association and Town and Community Councils in the preparation of

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National Park Management Plans as well and will play a key role in the development of the Local Development Plan.

What is their Structure and Membership?

Under the Environment Act 1995 and the Local Government (Wales) Act 1994 the three Welsh National Park Authorities are special purpose local Authorities. They are corporate bodies with executive powers. The purposes of the Parks are the same in England and Wales but the membership of the National Park Authorities in each country differs.

In Wales two thirds of the seats are filled by councillors of constituent local authorities to reflect local interests and one third by appointments made by the Welsh Government to represent the national interest. When appointing members to sit on National Park Authorities (NPAs), local authorities are encouraged to use councillors representing wards either wholly or partly within the Park boundary. There are 18 members of the Snowdonia National Park Authority.

Where do National Parks get their money?

The Welsh Government provides the National Park Authorities with their funding in the form of the National Park Grant (NPG). Two thirds of NPG come from the Welsh Government directly with the remaining one third levied by the Park Authorities from their constituent local authorities. Additional grant is available from the Welsh Government for prescribed capital expenditure. NPAs also have income from, for example, trading activities, car parking fees and planning application fees. The Minister for Natural Resources issues to the National Park Authorities an annual strategic grant letter setting out agreed priorities and objectives for the National Park Authorities for the year ahead.

The Vacancy

The Welsh Government is looking to appoint one member to the Snowdonia National Park Authority.

Role Description

What will You be Expected to Do?

National Park members are responsible, individually and collectively, to the Welsh Government for providing effective leadership for the National Park Authority, for setting its policy and for ensuring that it meets its objectives within the statutory, policy and financial framework laid down for it. Members have a duty to act at all times within the law, in good faith and in the best interests of the National Park, and to be scrupulous in ensuring that their public position is at no time compromised in favour of private interests, or gives rise to suspicion that this has been done.

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Key Tasks:

To provide effective leadership for the National Park Authority, in particular in defining and developing its strategic direction and in setting challenging objectives;

To ensure that the National Park Authority's activities are conducted and promoted in as efficient and effective a manner as possible;

To ensure that strategies are developed for meeting the National Park Authority's overall economic and social objectives, in accordance with the policies and priorities established by the Welsh Government;

To monitor the National Park Authority's performance to ensure that it fully meets its aims, objectives and performance targets;

To ensure that the National Park Authority's control, regulation and monitoring of its activities, as well as those of any other bodies, which it may sponsor or support, ensure value for money within a framework of best practice, regularity and propriety and to participate in the corporate planning process;

To promote the Welsh Government's sustainable development, equality and social inclusion objectives.

Person Specification

What Skills or Knowledge do You Need?

Individuals are selected on their personal qualities and experience and not as representatives of particular organisations or groups. The Welsh Government aims for each Park Authority to have a balance of expertise in all areas relevant to that Authority.

Appointees should have:

- the ability to apply their skills and experience to provide leadership in the diverse work of Park Authorities, such as public administration; conservation of the natural, historic and cultural environment; architecture; outdoor recreation; working with communities or community groups; renewable energy; recycling, farming; planning; tourism; transport and forestry;
- an appreciation of the purposes for which the Parks were designated and their national importance;
- an awareness of the interests of all who live or work in or visit the Parks;
- the ability to bring a national perspective to the work of the Authority;
- proven team working skills;
- proven communication skills;

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- the time to attend National Park Authority meetings regularly (the time commitment required is, at least, four days per month);
- a clear understanding and commitment to equality issues and a proven ability to challenge discriminatory procedures, when appropriate;
- have a clear understanding and commitment to Nolan's 'Seven Principles of Public Life'.
- The ability to speak Welsh is desirable, but not essential

How are Members Selected?

The Minister for Natural Resources will make his decision after taking advice from an interview panel made up of representatives from the Welsh Government, the Snowdonia National Park Authority and Natural Resources Wales.

How Long Would You Serve?

The appointment will be for a term of up to four years. Members are eligible for re-appointment to a maximum of 10 years, although this is not automatic and should not be assumed. The power to re-appoint members rests with the Minister for Natural Resources, who has the discretion to decide whether or not to offer an appointment.

Members of National Park Authorities are required to understand and demonstrate a commitment to National Park purposes and be prepared to commit the time necessary for regular attendance at full and sub committee meetings, as well as member development events, working groups, events, representing the Authority on outside bodies.

What is the Time Commitment?

The time commitment required is a minimum of four days per month.

Successful candidates will be required to attend the necessary induction training on appointment and as appropriate attend development sessions throughout the term of their appointment.

Will You Get paid?

Members of Snowdonia National Park Authority receive a basic salary of £3,600 per annum, plus a responsibility allowance.

Travel and other reasonable expenses that might be incurred in carrying out work for the Snowdonia National Park Authority can be claimed from the Park Authority within the recognised limits. You may also be eligible to claim reimbursement for costs in relation to child care/care of the elderly/assistant carer, while carrying out work on behalf of the Authority. If you would like further information about whether you would

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be eligible for care allowances, please contact Snowdonia National Park Authority or Emily Kennedy on 02920821529 or Emily.kennedy@wales.gsi.gov.uk

Eligibility

Applicants should be persons who conduct themselves at all times in a manner which will maintain public confidence.

The Environment Act 1995 (Schedule 7, paragraphs 7 & 19) sets out the circumstances in which someone is disqualified from being a member of a Park Authority. This applies to existing members and to those who are considering membership.

Essentially if you are employed directly by a constituent local authority which nominates members to a National Park Authority, or if you hold any politically restricted post in any local authority in Great Britain you are ineligible to apply.

If you have any further queries on your eligibility to apply please contact Emily Kennedy at the Welsh Government on 02920821529.

Chair

The current Chair of the National Park Authority is Caerwyn Roberts, Gwynedd Council.

Location of Meetings

The Authorities' meetings are usually held in the Snowdonia National Park area.

Assistance for Disabled Members

All reasonable adjustments will be made to enable members to effectively carry out their duties.

Selection Process

This appointment is regulated by the Commissioner for Public Appointments and made in accordance with the Commissioner for Public Appointments' Code for Ministerial Appointments. It is the policy of the Welsh Government to promote and integrate equality of opportunity into all aspects of its business including appointments to public bodies. Applications are welcomed and encouraged from all groups and we ensure that no eligible candidate for public office receives less favourable treatment on the grounds of age, disability, gender, marital status, sexual orientation, gender reassignment, race, religion or belief, or pregnancy and maternity. The principles of fair and open competition will apply and appointments will be made on merit.

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Starting date

The appointment will commence on 1 April 2016.

Further Information and Queries

For further information on the application process and to apply, please visit www.gov.wales/publicappointments or for queries contact the Shared Service Helpdesk on 029 2082 5454 / SharedServiceHelpdesk@wales.gsi.gov.uk

For further information about the Snowdonia National Park Authority you may wish to visit the internet web site: <http://www.eryri-npa.gov.uk>

Application

Creating a new user account

Once you have selected 'Apply' you will be taken to the candidate log in screen. If you do not have an existing candidate account, you will need to select 'Create New Account' which can be found underneath the log in details. Once you have done this, enter your details and read the terms and conditions. If you agree to the terms and conditions, confirm this and select 'Submit Registration'.

Navigating the Application form

The fields marked with an asterisk '*' are mandatory, therefore you must provide a response or you will not be able to submit your application. Fields without a '*' are not mandatory, as they may not be relevant to all candidates. If you do have information you could include in response to a question, providing as much information as possible against each field will help to ensure that the sifting panel have a complete picture of your skills, experience and knowledge.

Select 'Continue' once you have completed all the questions on a page to proceed (this will save what you have completed on that page). You can also select 'back' at any point to return to the previous page. Alternatively, you can select a specific page you want to return to by clicking on a link to the page in the Progress Tracker on the left hand side

Progress Tracker

A green tick by a section shows that you have responded to all the questions in that section. An orange tick shows that you have completed all the mandatory questions in that section. A cross indicates that you have left some mandatory questions unanswered; therefore the application cannot be submitted.

You don't have to complete the whole application form in one go. Once you have completed a section, ensure you click the 'Continue' button to save all you have done in that section. You can then log out of your account and return to your unfinished application at any point up to the closing date for the vacancy. To return to the application form, simply log in to your account, select 'My applications' and click on the relevant vacancy title, which should be in your applications history.

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Declaration

Please ensure you read the declaration statement. If you agree to the statements regarding Data Protection, Equal Opportunities and how your application will be processed, select the tick box to confirm your agreement.

Select 'Submit' ONLY if you are content that your application is complete and you do not wish to make any changes.

Application Updates

Once you have applied for a vacancy, you will be kept updated on the progress of your application via your registered e-mail address. You can also check on the progress of your application by logging in to your account and viewing the 'My Applications' section of your account which is at the top of the page when you are logged in.

To apply you will need to submit two supporting documents. The first a full CV and the second a personal statement (no more than two sides of A4), detailing your experience, how you meet the role description and person specification and how you could contribute to the role of Member to the Snowdonia National Park Authority. The two documents should be uploaded to the 'Attach Supplementary Document(s)' section of the online application form

Following application, you will receive an automated acknowledgement from us. If you do not receive an acknowledgement, please call the Shared Service Helpdesk on 029 2082 5454 who will be able to confirm receipt of your application.

Closing Date and Key Decision Dates

The closing date for applications is 5 November 2015. Application forms received after this date will not be considered. You will be informed whether or not you are being invited to interview at least two weeks before the interviews which are expected to be held in early December. The Minister's decision on this appointment is expected by early February.