

# Brecon Beacons National Park Authority

## Member Champion Role Description

### Purpose of Role

To act as a champion for the strategic policy area, both within the Authority and in its external relationships, in order to influence policy development.

### Attributes

Member Champions should:

- be able to demonstrate enthusiasm, interest and knowledge in their particular strategic policy area, either from personal or professional experience, or both;
- be willing to undertake training if necessary and to make this knowledge available to the Authority as appropriate.
- be willing to liaise closely with the lead officer(s) to ensure that they are well briefed on both the work of the Authority in their area, but also on wider policy issues;
- be able to work closely with members, officers and external stakeholders to promote their strategic policy area at a strategic level and the Authority as an exemplar of good practice and excellence.
- Be willing to chair relevant working groups or task and finish groups on issues relating to the strategic policy area;

Member Champions are not:

- Decision makers, executive members or individually responsible
- Responsible for operational matters, directing staff or adding to work programmes

### Remuneration

- Attendance at meetings, briefings, conferences will be deemed approved duties for the purposes of claiming travel and subsistence, but meetings should be scheduled as far as possible on days when members are already in the office;
- Attendance at external meetings and training events to be agreed with the Chief Executive;
- Attendance at conferences to be agreed by the National Park Authority.

### Protocol

- Member Champions and Lead Officers will be expected to observe their respective Codes of Conduct at all times, including the Protocol for all Users of the Members' Portal and the Member Officer Protocol;
- Member Champions and Lead Officers will be encouraged to use electronic methods of communication as far as possible, including email, documents on CD and the Members' Portal.

### 1. **Strategic policy**

- To advise the Authority on issues relating to their strategic policy area, including appropriate input into reports to the Authority,
- keep up to date with available internal and external expertise, organisational, national and EU policies, as well as Government/Assembly and stakeholder expectations to inform and influence policy development and implementation, including the National Park Management Plan and Local Development Plan;
- Work with colleagues throughout the Authority to ensure any new developments within the strategic policy area do not conflict with and wherever possible complement the strategies and developments of other strategic policy areas.

### 2. **Attracting investment and funding**

- Work with officers to identify any opportunities to attract investment and funding for projects and activities covered by the strategic policy area;
- give appropriate input to the Authority's budget setting process in relation to the strategic policy area.

### 3. **Partnership working:** In line with Section 62 (2) of the Environment Act 1995, work to influence members of the constituent Local Authorities within the National Park to ensure that these Authorities work with the National Park Authority on the strategic policy area

### 4. **Performance management:** Work with members and officers to challenge and raise performance in the strategic policy area;

### 5. **Communication**

- Contribute to articles to the members/staff/volunteer newsletter, Update, on the strategic policy area;
- In consultation with the lead officer and Communications Manager, and at the request of the Chairman and Chief Executive, represent the Authority to the media in the strategic policy area;

### 6. **Reporting**

During each year the member champion and lead officer will be asked to liaise with the Democratic Services Manager to make a short annual report to the National Park Authority – either a written or verbal report, or a presentation, to include the following:

- Summary of work carried out during the year in the strategic policy area
- Work programme for the coming year, including any areas of further development
- How the champion and lead officer have worked together
- Summary of any work with partner organisations, stakeholders etc
- Funding opportunities that had been developed or that might have an impact on future working or funding
- How the champion has contributed to raising performance in the strategic policy area
- Any publicity issues

## 7. Succession Planning

If a member champion anticipates his/her stepping down from the role or is nearing the end of their term of office, they should seek the views of other members via a report to the National Park Authority. A member may volunteer to take over this role, or may be nominated by another member. The appointment of a successor should take place at least 6 months prior to the champion finishing, to allow for a handover period to include any necessary training, joint working, and attending meetings with the lead officer.

### Strategic Policy Area: Affordable Housing

- Promote affordable housing in the Park in line with the Authority's policies
- Recognise, value and support the contribution affordable housing makes to:
  - Reducing environmental impacts (design/location)
  - Sustaining the local economy
  - Supporting local communities
- Promote the provision and retention of high quality affordable housing in the National Park in line with policies and planning of the National Park Authority and constituent local authority housing departments, and taking into account realistic commercial considerations

### Strategic Policy Area: Agriculture and Sustainable Land Management

1. To lead the member input into the implications of the following legislation and policy documents, including:
  - Common Agricultural Policy
  - Rural Development Plan for Wales
  - 2006 Commons Act
  - Welsh Planning Guidance (TAN 6)
2. To consider opportunities to utilise funding mechanisms such as Farming Connect and Agri-Environment schemes for advice delivery and to further the purposes of the National Park
3. Liaison with the Local Access Forum to facilitate improvements to the Right of Way Network
4. To promote sustainable land management practices across the National Park which will:
  - Mitigate impacts of climate change
  - Support rural communities
  - Sustain a strong rural economy
  - Promote culture and land management skills

### Strategic Policy Area: Biodiversity and Climate Change

1. Lead the member input to the development of the Authority's position to the Wales Environment Strategy, Rural Development Plan Wales and the Wales Biodiversity Framework.
2. Highlight the importance of biodiversity and climate change in the assessment of any new development

3. Work with members and officers to ensure a long term strategic and sustainable approach to the management and conservation of the Authority's own land holdings;
4. Work with members and officers to raise awareness of biodiversity and climate change and to raise awareness of the advice available from CCW, Association of Local Government Ecologists), Centre for Ecology and Hydrology;
5. Champion the role of the Authority in its contribution to the UN Convention on Biological Diversity and the Countdown 2010 Challenge.
6. Ensure that the principles of sustainability are understood and delivered by member champions (lead Sustainable Development role)
7. Champion the role of the Authority in its contribution to WAG Sustainable Development Duty/Charter and the UN convention on biodiversity

### **Strategic Policy Area: Historical and Cultural Heritage**

1. Lead the member input into the development of the Authority's position on the historical and cultural heritage of the National Park and any related strategies
2. Ensure that the design of any new development responds creatively and sympathetically to its context, and in particular to the historical and cultural environment
3. Work with members and officers to ensure a long term strategic approach to the management and conservation of the Authority's own historic estate and to ensure that it is appropriately identified and recorded;
4. Be aware of any opportunities for the historic and cultural environment to attract inward investment and funding, to include opportunities for partnership working and the sharing of good practice;
5. Ensure that all colleagues on the Authority are aware of the external expertise and advice on the historic and cultural environment from bodies such as Cadw, the Countryside Council for Wales and local special interest groups
6. To promote sustainable practices in the conservation of the area's heritage, in order to
  - Sustain the distinctiveness of local communities
  - Drive the regeneration of local settlements
  - Ensure the re-use of redundant buildings
  - Maximise the contribution of the area's heritage to its economic performance
7. Promote and enhance the knowledge and understanding of the wealth of archaeological resources to be found throughout the National Park.

## **Strategic Policy Area: Human Rights and Equal Opportunities**

1. Lead the member input into the development of the Authority's position on HR policies, Member support, strategic development and Future Directions and ensure that the Authority's key policies and service delivery take proper account of the Gender Duty, Disability Duty, race equality, equal opportunities and human rights.
2. Ensure that any new development address any human rights issues in relation to access and disability.
3. Chair any working groups, seminars or similar that are deemed necessary to pursue equality or human rights objectives, working with member champions and lead officers across the range of strategic policy areas.
4. Champion the work of sustainable development by supporting individuals to live and work within their local communities and support equality of access for visitors to the Park.

## **Strategic Policy Area: Visitor Centres**

1. Lead the member input into key policies and strategies that affect the Authority's Visitor Centres;
2. To identify opportunities for funding and progressing the future development of the Authority's Visitor Centres and setting the strategic direction for their role;
3. To look at options for the future delivery of visitor centre operations to maximize efficiency and deliver a high quality visitor experience;
4. To identify opportunities for training and staff development to continually improve the delivery of high quality customer service;
5. To identify opportunities and ideas to enhance the visitor experience at the Visitor Centres and champion their development to ensure ideas can be progressed.
6. Promote and demonstrate the National Park ethics to the public within Visitor Centres
7. Ensure that centres are viable, and adaptable for the future needs of the National Park, and take account of the Authority's agenda for sustainable development.

## **Strategic Policy Area: Welsh Language**

1. To liaise with the Welsh Language Board to ensure that the Authority meets its obligations under the Welsh Language Act 1993 and its Welsh Language Scheme while taking account of the Authority's agenda for sustainable development.
2. To progress the Action Plan set out in the Authority's Welsh Language Scheme
3. To be involved in the preparation of the annual monitoring report

### Remit of Member Champion for Member Development

1. To lead the member input into policies relating to member development;
2. To highlight the need for member training as a result of decisions made by the National Park Authority or of changes in legislation;
3. To support the ethos of member development and promote this to all members;
4. To support the need for adequate resources to be made available for member development;
5. To be aware of good practice in member development and ensure that this is reflected in the Authority's member development provision;
6. To work closely with the Democratic Services Manager in reviewing progress against the Member Charter Action Plan and preparing for assessment;
7. To work with the Democratic Services Manager as a focus for feedback from members on development needs (in addition to the PDI process);
8. To be a member of the Member Development Working Group.
9. To ensure that the member development programme is sustainable in meeting the future needs of the Authority, and affordable through the use of member and officer skills to ensure skill sharing and succession planning

## Strategic Policy Area: Sustainable Communities

1. To promote the sustainability of the Park's communities, including measures to promote social inclusion, community engagement and sustainable transport, in line with the Authority's strategies, policies and plans
2. To lead the member input into the development of the Authority's policies and plans on sustainable communities
3. To ensure that the Authority's policies, plans and decisions take proper account of issues promoting sustainable communities
4. To lead the member input in seeking to influence the policies and activities of other organisations as they affect the sustainability of the Park's communities.
5. To consider opportunities to utilise funding mechanisms to further sustainable communities
6. To facilitate sustainable community led initiatives
7. To facilitate the sharing of good practice within the NPA, around the NP, and with other organizations, relating to community sustainability
8. To champion community aspirations and needs within the NPA and outside with regards to issues outside the NPA remit
9. To seek to strengthen the link between the Authority and the Health and Wellbeing agenda
10. To promote engagement between the Authority and Community Councils, and with the wider community

11. To support the development of effective engagement including Clusters and Community Council Charters
12. Liaise with other Member Champions over areas of joint interest
13. Promote approaches to community development which foster the equal consideration of social, economic and environmental issues.