

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.

Remit

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;

Strategic Policy Area: Affordable Housing

- Promote affordable housing in the Park in line with the Authority's policies

Strategic Policy Area: Agricultural Reform and Land Management

1. To lead the member input into the implications of the following legislation and policy documents:

- 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. To promote sustainable economic and land management practices across the National Park which will mitigate the impacts of climate change, using the Authority's own land as exemplars;
4. Liaison with Local Access Forums to facilitate improvements to the Right of Way Network

Strategic Policy Area: Biodiversity

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 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. Recognise, value and support the contribution made to biodiversity conservation within the National Park by the charities, government bodies and committed individuals of the Local Biodiversity Action Plan Partnership.
4. Work with partners to support the contribution to biodiversity conservation 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.

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 than any new development responds creatively and sympathetically to its 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 economic 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

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.

Strategic Policy Area: IT and Website

1. To review changes to IT Policies (as required), the IT Strategy (every 5 years) and any internal service level agreements (as required) prior to their formal submission for adoption by CMT and/or NPA as appropriate, and give support as necessary to all major IT projects.
2. To give non-technical guidance to members' consideration of IT recommendations, and be able to assure them of such recommendations' appropriateness and relevance.
3. To support the development of the members' portal in line with members' and organisational requirements
4. Encourage and help members to use IT, email, the portal, the web, etc and to see it as a powerful and useful tool that will help them to carry out their roles, as well as supporting the Authority's policy using its resources sustainably.

Strategic Policy Area: Social Inclusion

1. Lead the member input into the development of the Authority's position on social inclusion and related policies and ensure that the Authority's key policies take proper account of social inclusion
2. Work with members to ensure that all decisions take proper account of social inclusion, and that members and officers are aware of social inclusion issues and opportunities as they relate to policy development and service delivery
3. Be aware of any opportunities for social inclusion to attract inward economic investment and funding
4. Ensure that relevant inclusion issues are taken into account in the preparation of all relevant corporate strategies and plans, including the National Park Management Plan and the Local Development Plan
5. Ensure that good practice within the Authority relating to social inclusion is shared, and that examples of such practice from other authorities are brought to the attention of the relevant members and officers

Strategic Policy Area: Sustainable Development

1. Lead the Member input into the preparation, implementation, monitoring and review of the NPA's Sustainable Development Strategy and Action Plan, and related strategies and plans, ensuring that all policies and service delivery activities take proper account of the Sustainable Development Strategy and Action Plan;
2. Represent the NPA in seeking to influence sustainable development policies and activities at local, regional and national level;
3. Ensure that any new development reflects the Authority's planning policies as they respond to sustainable development principles;
4. Ensure that good practice within the NPA relating to sustainable development is shared, and that good practice from other organisations is brought to the attention of Members and officers;

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.

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
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