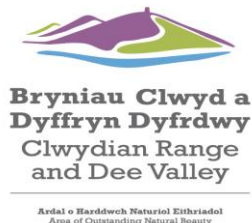


# Public Document Pack



Bryniau Clwyd a Dyffryn Dyfrdwy AHNE  
Park Gwledig Loggerheads, Yr Wyddgrug, Sir Ddinbych CH7 5LH

Clwydian Range and Dee Valley AONB  
Loggerheads Country Park, Nr. Mold, Denbighshire CH7 5LH

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To: Members of the Clwydian Range and Dee Valley Area of Outstanding Natural Beauty Joint Committee  
Date: 7 November 2014  
Direct Dial: 01824 712589  
Email: [dcc\\_admin@denbighshire.gov.uk](mailto:dcc_admin@denbighshire.gov.uk)

Dear Councillor

You are invited to attend a meeting of the **Clwydian Range and Dee Valley Area of Outstanding Natural Beauty Joint Committee, Friday, 14 November 2014 at 10.00 am in Conference Room 1a, County Hall, Ruthin.**

Yours sincerely

G Williams  
Head of Legal, HR and Democratic Services

## AGENDA

### 1 APOLOGIES

### 2 DECLARATIONS OF INTEREST

Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting.

### 3 APPOINTMENT OF CHAIR OF THE JOINT COMMITTEE

To appoint a chair of the Joint Committee for the 2014 / 15 municipal year.

### 4 APPOINTMENT OF VICE CHAIR OF THE JOINT COMMITTEE

To appoint a vice chair of the Joint Committee for the 2014 / 15 municipal year.



**5 ADOPTION OF THE CLWYDIAN RANGE AND DEE VALLEY AONB CONSTITUTION** (Pages 5 - 12)

To consider a report (copy attached) for the Joint Committee to adopt the constitution (attached as an appendix).

**6 OVERVIEW OF JOINT COMMITTEE AGREEMENT** (Pages 13 - 18)

To consider a report (copy attached) to familiarise members with the Joint Committee agreement and its obligations on all parties.

**7 JOINT COMMITTEE BUDGET 2014 / 15** (Pages 19 - 22)

To consider a report (copy attached) on the AONB's current financial position and to approve the budget for 2014 / 15.

**8 APPOINTMENT OF PARTNERSHIP AND ASSOCIATED BODIES FOR THE CLWYDIAN RANGE AND DEE VALLEY AREA OF OUTSTANDING NATURAL BEAUTY (AONB)** (Pages 23 - 30)

To consider a report (copy attached) to finalise the outstanding governance arrangements for the legal agreement.

**9 RECEIPT OF DOCUMENTS FROM EXISTING WORK PROGRAMME 2014 / 15**

To receive documents (copies to be provided at the meeting) on the following:

- Sustainable Tourism Strategy
- Climate Change Work Programme

**10 FORWARD WORK PROGRAMME** (Pages 31 - 34)

To consider a report (copy attached) on the development of a forward work programme for the Joint Committee.

**11 CURRENT WELSH GOVERNMENT CONSULTATION REVIEW OF DESIGNATED LANDSCAPES IN WALES**

To consider a verbal report on the consultation.

**12 FUTURE MEETING DATES**

## **MEMBERSHIP**

### **Councillors**

Bernie Attridge  
Derek Butler  
Hugh Evans

Hugh Jones  
Huw Jones  
Ian Roberts

### **COPIES TO:**

All Councillors for information  
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**Bryniau Clwyd a  
Dyffryn Dyfrdwy**  
Clwydian Range  
and Dee Valley

Ardal o Harddwch Naturiol Eithriadol  
Area of Outstanding Natural Beauty

**JOINT COMMITTEE  
Of THE  
CLWYDIAN RANGE & DEE VALLEY  
AREA OF OUTSTANDING NATURAL BEAUTY**

**Held on:** 14<sup>th</sup> November 2014

**Lead Member / Officer:** Gary Williams, Denbighshire County Council Head of Legal and Democratic Services and Secretariat to the AONB.

**Report Author:** Lisa Jones, Solicitor/ Deputy Monitoring Officer

**Title:** Adoption of the Clwydian Range and Dee Valley AONB Constitution

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**1. What is the report about?**

The report is about the adoption of the Constitution.

**2. What is the reason for making this report?**

The Joint Committee will be unable to function effectively if one of the Councils Constitution was to be adopted and it is necessary for the Committee to adopt one that is tailored to its needs.

**3. What are the Recommendations?**

That members approve and adopt the Constitution attached at Appendix 1.

**4. Report details.**

Members are referred to the detail contained in the Constitution which is attached and is self explanatory. There is therefore no necessity for the detail to be repeated in this section.

:

**5. How does it contribute to the Clwydian Range & Dee Valley AONB Management Plans Priorities?**

The Constitution will support the lawful and transparent decision making required of a Joint Committee.

**6. What will it cost and how will it affect other services?**

Future governance of the Joint Committee will be met within existing budgets and the cost of setting up the legal structure has been contained in house by the councils respective internal legal teams.

**7. What are the main conclusions of the Equality Impact Assessment (EqIA) undertaken on the decision?**

Not required.

**8. What consultations have been carried out with Scrutiny and others?**

Denbighshire County Council, Flintshire County Council and Wrexham County Council have all signed the Legal Agreement which has the Constitution set out in one of the Schedules. The agreement has been scrutinised as required by each authority.

**9. Chief Finance Officer Statement**

None required.

**10. What risks are there and is there anything we can do to reduce them?**

None are identified. The legal agreement sets out respective obligations and provides termination provisions.

**11. Power to make the Decision**

Local Government Act 2000, where Local authorities can enter arrangements to 'Discharge functions jointly with one or more other local authorities by means of a Joint Committee'.

## **APPENDIX 1**

### **STANDING ORDERS OF THE CLWYDIAN RANGE AND DEE VALLEY AONB JOINT COMMITTEE**

#### **1. Interpretation**

- 1.1 The decision of the Chairman of the meeting as to the interpretation of any standing order or on any question of procedure not provided for by these standing orders shall be final. No debate may ensue thereon.

#### **2. Meetings**

- 2.1 The annual meeting of the Joint Committee in each year shall be held as soon as practicable after 1 June in each year and shall amongst other things receive the closing accounts for the preceding year.
- 2.2 The Joint Committee shall between each annual meeting normally meet at intervals of four months or on such other occasions or greater frequency as they may agree and shall meet on such day and at such time and place as they may determine provided that a meeting shall be held as soon as practicable after November of each year for the purpose of considering the Joint Committee's budget for the following year.
- 2.3 Unless otherwise agreed, the Joint Committee shall meet in rotation at the offices of the three Authorities.
- 2.4 With the exception of the annual meeting and the Budget meeting, the Secretary with the agreement of the Chairman and Vice Chairman may cancel any meeting of the Joint Committee if in his or her opinion insufficient business has arisen for consideration.
- 2.5 A special meeting of the Joint Committee shall be convened at any time by the Secretary upon the instructions of the Chairman and Vice Chairman.

#### **3. Notice of Meetings**

- 3.1 At least 3 clear days before a meeting of the Joint Committee:
- 3.1.1 a summons to attend the meeting specifying business proposed to be transacted shall be sent electronically by the Secretary to the Joint Committee to the last email address given for that purpose by each member of the Joint Committee and to the Chief Executive of each Authority and to
- 3.1.2 notice of the time and place of the intended meeting shall be published at the offices each Authority by the Chief Executive of that Authority

3.2 Lack of service on a member of the Joint Committee of the summons referred to in paragraph 3.1.1 above shall not affect the validity of a meeting of the Joint Committee

3.3 Except in the case of business required by this standing order to be transacted at a meeting of the Joint Committee and other business to be brought before the meeting as a matter of urgency, of which the Chairman Vice Chairman and the Secretary shall have prior notice and which the Chairman, Vice Chairman and the Secretary consider should be discussed at the meeting, no business shall be transacted at a meeting of the Joint Committee other than that specified in the summons relating thereto.

#### **4. Election of Chairman and Vice Chairman**

4.1 At its annual meeting the Joint Committee shall determine from amongst its members a Chairman and Vice Chairman of the Joint Committee for the period from the commencement of that meeting of the Joint Committee up to the commencement of the next following annual meeting of the Joint Committee.

4.2 Each person proposed for any office shall be duly nominated and seconded by members attending the meeting before his or her name is submitted to the vote of the meeting. When there are more than two persons nominated for any appointment and of the votes given there is not an overall majority in favour of one person, the name of the person having the least number of votes shall be struck off the list and a fresh vote shall be taken and so on until a majority of votes is given in favour of one person.

4.3 In the event of a vacancy arising in the office of a Chairman or Vice Chairman appointed under paragraph 4.1 above, the Joint Committee at its next meeting shall appoint another member to hold such office from the commencement of that meeting until the commencement of the next following annual meeting.

#### **5. Membership of the Joint Committee**

5.1 Subject to paragraph 2, each member of the Joint Committee shall be a Councillor of the Authority by whom he or she shall have been appointed holding membership of the current Executive of that Authority and shall hold office until the next annual meeting of the Joint Committee following his or her appointment unless he or she ceases to be a representative of the Authority appointing him or her or resigns his or her membership of the Joint Committee or his or her appointment is revoked by the Authority appointing him or her.

5.2 Each Authority shall fill any casual vacancy during any year in accordance with the provisions of this Constitution and shall advise the Secretary to the Joint Committee within 7 days of such appointment.

5.3 Where paragraph 8.5 of the agreement applies to the Joint Committee, they shall invite the representative of the Partner in question to attend meetings of



the Joint Committee who shall have the right to speak but not to vote, as that paragraph provides. Such representative shall not be a member or officer of an Authority.

- 5.4 The Joint Committee for the time being shall co-opt as advisers to the Joint Committee the Chairman of the AONB Partnership, the AONB Officer, a representative of Natural Resources Wales, to attend and speak (but not vote) at meetings of the Joint Committee and may from time to time co-opt one or more other advisers to attend such meeting or meetings of the Joint Committee as the Joint Committee may specify having regard to the knowledge or skill of the co-opted adviser, and the contribution he may make to the business of the Joint Committee at that meeting or those meetings. Such other co-opted adviser(s) shall be entitled to speak but not to vote.

## **6. Chairman of Meeting**

- 6.1 At each meeting of the Joint Committee the Chairman, if present, shall preside.
- 6.2 If the Chairman is absent from a meeting of the Joint Committee the Vice Chairman, if present, shall preside.
- 6.3 If both the Chairman and the Vice-Chairman of the Joint Committee are absent from a meeting of the Joint Committee such member of the Joint Committee as the members present shall select shall preside.

## **7. Quorum**

- 7.1 No business shall be transacted at any meeting of the Joint Committee unless at least one member from each Authority are present.
- 7.2 If during any meeting of the Joint Committee the Chairman, after counting the number of members present, declares that there is not a quorum for the meeting then the meeting shall stand adjourned to a date and time fixed by the Chairman or, in the absence of a date and time being fixed, to the next ordinary meeting of the Joint Committee to which the consideration of any business not transacted shall be referred.

## **8. Order of Business**

- 8.1 At every meeting of the Joint Committee the order of business shall be to select a person to preside if the Chairman or Vice Chairman are absent and thereafter shall be in accordance with the order specified in the notice of the meeting except that such order may be varied either by the Chairman at his or her discretion or on a request agreed to by the Joint Committee.
- 8.2 The Agenda shall not include an 'Any Other Business' Item.

- 8.3 Every Member (whether a Member of the Joint Committee or not) attending a meeting of the Joint Committee shall sign his/her name on the attendance sheet provided for that purpose.
- 8.4 Proceedings at meetings may not be photographed, videoed, sound recorded, broadcast or transmitted in any way (including via social media) outside the meeting by individual Members appointed to the Joint Committee, the Press or the public without the prior permission of the Chair.
- 8.5 Use of text based social media such as Twitter, Facebook, SMS text messaging by Members who are not appointed to the body whose meeting they are attending, the Press and the public is permitted during the meetings provided that this does not cause a nuisance or annoyance to others during the meeting.
- 8.6 If any activity permitted under this standing order shall create a nuisance or annoyance to others attending the meeting Standing Order 4 may be invoked by the Chair to resolve the issue.
- 8.7 No broadcasting, photographing, video or sound recording or any transmission of proceedings from a meeting will be permitted where the Press and Public have been excluded as permitted under the Access to Information provisions of the Local Government Act 1972 or any subsequent amendment.

## **9. Minutes**

- 9.1 Minutes of the proceedings of a meeting of the Joint Committee shall be drawn up and entered into a book kept for that purpose and shall be signed at the next meeting of the Joint Committee by the Member presiding, and any minute purporting to be so signed shall be received in evidence without further proof.
- 9.2 Notwithstanding anything in any enactment or rule of law to the contrary, the minutes of the proceedings of meetings of the Joint Committee may be recorded and distributed in electronic form.
- 9.3 The Chairman shall move "That the minutes of the meeting of the Joint Committee held on...be signed as a correct record". If the accuracy is not questioned the Chairman shall sign the minutes.

## **10. Rules of Debate**

The Rules of Debate of the Lead Authority shall apply to this Joint Committee

## **11. Voting**

- 11.1 The mode of voting at meetings of the Joint Committee shall be by show of hands.

- 11.2 The Chairman will not have a casting vote. In the event of an equality of votes of the voting members of the Joint Committee, who are present at the meeting in question on any proposal before the Joint Committee at that meeting, the Chairman shall declare that the proposal is not carried.

## **12. Interests of Members in Contracts and Other Matters**

12.1 (a) Every Member of the Joint Committee shall at all times comply with the principles specified in law, including those specified by the Secretary of State under Section 49 of the Local Government Act 2000, which are to govern their conduct.

(b) Any Member of the Joint Committee who has an interest as defined in the Members' Code of Conduct of his or her Council shall comply with the requirements of that Code as regards the disclosure of that interest and as regards withdrawing from participation in consequence of that interest.

- 12.2 The Secretary to the Joint Committee shall keep a record of particulars of any disclosures by members which shall be open during normal office hours for public inspection.

## **13. Expression of Dissent**

No expression of dissent shall be entered in the minutes of the Joint Committee. Any two members may demand that a named vote be taken.

## **14. Disturbance at Meetings**

- 14.1 If a member of the public interrupts the proceedings of any meeting the Chairman shall warn that person. If the interruption continues the Chairman shall order the person's removal from the meeting room.

- 14.2 In the case of general disturbance in any part of the meeting room open to the public the Chairman shall order that part to be cleared.

- 14.3 If a member of the Joint Committee in the opinion of the Chairman behaves improperly or offensively or deliberately obstructs business the Chairman shall warn that person. If the member continues to behave improperly the Chairman or any member may move that either the member leave the meeting or that the meeting is adjourned for a specified period.

## **15. Variation and Revocation of Standing Orders**

Any addition, variation or revocation of these Standing Orders shall when proposed and seconded stand adjourned without discussion to the next ordinary meeting of the Joint Committee, provided that this standing order shall not apply to any review of standing orders at the annual meetings of the

Joint Committee. Any such addition, variation or revocation shall be first referred to each Authority for their approval.

## **16. Suspension of Standing Orders**

Any standing order may be suspended for all or part of the business of a meeting of the Joint Committee at which suspension is moved. Such a motion cannot be moved unless a quorum is present nor can such a motion be moved if the effect of the suspension would conflict with the terms of any agreement entered into by the Authorities.

## **17. Rescission of Previous Resolutions**

No motion to rescind any resolution passed within the preceding six months nor any motion to the same effect as any motion negative within the preceding six months shall be in order unless the notice of such motion shall have been given and specified in the summons and the notice shall bear, in addition to the name of the member who proposed the motion, the name of three members. When any such motion has been disposed of by the Joint Committee it shall not be open to any member to propose a similar motion within a further period of three months

## **18. Meetings Open to the Public and Confidential Items**

18.1 Meetings of the Joint Committee will be open to the public except to the extent that they are excluded under standing order 18.2

18.2 The public may be excluded from a meeting of the Joint Committee during an item of business whenever it is likely, in the view of the nature of the business to be transacted or the nature of the proceedings, that, if members of the public were present during the item, confidential information as defined in section 100A of the Local Government Act 1972 as defined in section 100I of the Local Government Act 1972 would be disclosed to them.

## **19 Call In Procedures**

19.1 Any partner Authority shall be entitled to Call In a decision of the Joint Committee in accordance with the Call In Procedures of the Authority who wishes to call in.

19.2 If any decision of the Joint Committee is subject to call in by an Authority, the Joint Committee shall take no action to implement that decision unless the call in process upholds the decision.

## **20. Delegations**

The Joint Committee may delegate a function to an officer of the Officers Working Group or the AONB team, which may include delegations in respect of certain general planning consultations.



**Bryniau Clwyd a  
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and Dee Valley

Ardal o Harddwch Naturiol Eithriadol  
Area of Outstanding Natural Beauty

**JOINT COMMITTEE  
Of THE  
CLWYDIAN RANGE & DEE VALLEY  
AREA OF OUTSTANDING NATURAL BEAUTY**

**Held on:** 14<sup>th</sup> November 2014

**Lead Member / Officer:** Gary Williams,  
Denbighshire County Council Head of Legal and  
Democratic Services and Secretariat to the AONB

**Report Author:** Lisa Jones, Solicitor/ Deputy Monitoring Officer

**Title:** OVERVIEW OF JOINT COMMITTEE AGREEMENT

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**1. What is the report about?**

The report is an overview of the legal joint committee agreement.

**2. What is the reason for making this report?**

The reason for making this 'information only' report is that members will then be familiar with the Joint Committee agreement and its obligations on all parties.

**3. What are the Recommendations?**

There is no resolution required but that members note the content of the report.

**4. Report details.**

The Agreement came into force on the 1<sup>st</sup> May 2014 and continues until the 31<sup>st</sup> March 2019. Before this date there should be a review of the Agreement and unless there is any variation, withdrawal or termination under the Agreement, the Agreement shall continue on a rolling 5 year term, with a review on or before the expiry of each 5 year term.

The Joint Committee comprises the following membership which have all now been appointed by their respective Authorities:

1. The Lead Authority will appoint two members being County Councillors who are members of the Lead Authority's Executive Board or Cabinet.
2. Each Authority other than the Lead Authority appoints two members being Councillors of that Authority who are members of that Authority's Executive Board or Cabinet.

The Agreement sets out the objectives of the Joint Committee which are:-

- to seek to ensure that the natural beauty of the AONB is conserved and enhanced.
- to sustain and enhance the conservation value of the AONB.
- through consultation with the Authorities, with Partners and the general public, to promote wider public understanding of the purposes for which the AONB was designated.
- to seek, by influencing the Authorities, Partners and other bodies and organisations, to achieve a synergy between existing and future activities within the AONB and the purposes for which the AONB was designated.
- to seek to ensure that the parts of the AONB to which the public has rights of access are accessible and, as appropriate, to achieve wider access to the AONB by actual or virtual means.
- to promote the sharing of good practice and consistency of approach towards the AONB
- to have due regard to the needs of agriculture and forestry and to the economic and social interests of rural areas
- to seek to ensure that the Functions are so exercised as to attract the maximum available funding from Natural Resources Wales and from other external funding sources consistent with the attainment of the other Objectives set out above

The functions of the Joint Committee in relation to these objectives are:-

- after consultation with the Authorities and the AONB Partnership, to prepare and publish the Management Plan or to review, adopt and publish the Management Plan

- after consultation with the Authorities and the AONB Partnership, to produce and approve an Action Plan for the purpose of achieving the objectives of the Management Plan
- to monitor the implementation of the Management Plan and of the Action Plan by means of the Annual Report and to make recommendations to all or any of the Authorities and the Partners as to their implementation
- to administer and undertake the Core Functions within the Core Budget and to carry out undertake procure or implement the non-Core Functions and the Action Plan in accordance with the provisions of this Agreement and within the Actions Budget
- to undertake the periodic review of any published Management Plan and to consider and make representations upon any matter relating to the Objectives and the Functions
- through the Annual Report and by such other means as the Joint Committee think fit to publicise the Management Plan to the Authorities, Partners and the general public
- to consider and make representations on Local Development Plan Policies and proposals and proposals for development affecting the CR and DV AONB.
- regularly to review and scrutinise the decisions and actions taken by the Officer's Working Group
- to undertake such public and other consultation as the Joint Committee shall consider desirable or necessary in relation to the achievement of the Objectives and to collate and share with the AONB Partnership, the Authorities, Partners and others the results of such consultation
- to carry out, procure or promote any activities or matters which are incidental or ancillary to the exercise of the Functions and which the Joint Committee deem to be of benefit to Clwydian Range and Dee Valley AONB.

The Joint Committee has delegated powers from the Authorities to expend the Budget and to implement or procure the implementation of the Action Plan each year, subject to the financial and resources implications of those decisions being contained within the Budget for the financial year or within the approved budgets of the Authorities.

The Joint Committee shall refer to the Authorities any matter which falls outside the Joint Committee's delegated powers or which the Joint Committee consider for any reason should properly be decided by the Authorities and not by the Joint Committee.

The Joint Committee does not have any legal powers to borrow or to employ officers, hence the requirement for a lead or 'host' authority. Furthermore, the Joint Committee shall be constituted (and will have adopted its Constitution at its first meeting) and must conduct its business, in accordance with this. The Financial Regulations, Contract Standing Orders and the Rules of Debate of the Lead Authority shall however apply.

The Legal Agreement makes reference to the Officers' Working Group, who shall co-opt as advisers a nominee from Natural Resources Wales (not exceeding five persons in aggregate at any time), who shall be entitled to attend any meeting of the Officers' Working Group and to speak on any item of business.

The Officers' Working Group may co-opt other officers of the Authorities and any Partner (whether in an individual or a representative capacity) from time to time, who shall be entitled to attend any meeting of the Officers' Working Group during their co-option and to speak on any item of business. The Joint Committee shall have the Officers Working Group and the AONB Team at its disposal in order to discharge the Functions.

The functions of the Officers' Working Group will be to consider, and make recommendations in consultation with the AONB Partnership and AONB Team as to the strategic direction; implementation and delivery of the Management Plan and the Annual Action Plan; to promote in all practicable respects the objectives of the Joint Committee and to develop policies (including development plan policies affecting the AONB) for these purposes.

To make recommendations to the Joint Committee, in consultation with the AONB Partnership, about the Budget and on proposals for joint commissioning, joint ventures and the establishment of partnership agreements and service level agreements relating to the attainment of the Objectives. The Officers' Working Group will implement the decisions of the Joint Committee taken under the powers delegated to the Joint Committee.

The Joint Committee and the Officers' Working Group will be supported by the AONB Team. This team will :-

- co-ordinate and prioritise the day to day activities of the Joint Committee in attaining the Objectives and promote the value of CR and DV AONB in the Community
- liaise between and advise and influence the Joint Committee, the Authorities, the Associated Bodies, Partners and other agencies and persons
- monitor progress and expenditure on individual projects in the Action Plan and prepare the Management Plan and Action Plan for consideration, and make recommendations on them
- in consultation with the Treasurer, appraise individual projects for funding and for inclusion in the Action Plan including the assessment of



the adequacy of the financial and management controls in place for each such project

- monitor and co-ordinate progress and expenditure on individual projects within the Action Plan and evaluate and report on the outcomes and effectiveness of projects
- develop a vision and a strategy for the management of CR and DV AONB
- seek additional funding from all sources to assist the delivery of the Objectives and the Action Plan
- provide planning and related advice to the Joint Committee on Development Plan policies and proposals and on proposals for development affecting CR and DV AONB.

Denbighshire County Council has been appointed from the date of the Agreement as the Lead Authority, and the role of the Lead Authority shall be exercised subject to the approval of the Joint Committee and shall be as follows:-

- to undertake the duties and responsibilities of the Lead Authority referred to in the Agreement
- to act on behalf of the Joint Committee when this achieves Best Value or adds value to the attainment of the Objectives or the performance of the Functions or when it is necessary or desirable to do so in order to attract or secure external funding or other resources from outside the Authorities.
- to make and provide all appropriate banking accounting and audit arrangements and services required for the due and proper receipt, holding and application of the Joint Committee's funds,
- to be the legal point of contact with suppliers for all joint procurements
- to provide such administrative resources as shall be reasonably necessary to enable the Joint Committee to discharge their respective roles, duties and functions.
- to provide the secretariat for any relevant meetings of the Associated Bodies.

Any Authority may withdraw from the Joint Committee by giving not less than 18 months notice to the other Authorities and the Secretary of the Joint Committee. Any Authority wishing to withdraw from the Joint Committee undertakes as a condition of withdrawal to make prior to withdrawal such reasonable payment or payments which fairly reflect the actual losses caused by or anticipated as a result of the withdrawal

as shall be determined by the other Authorities, and this is reflected in the terms of the agreement.

**5. How does it contribute to the Clwydian Range & Dee Valley AONB Management Plans Priorities?**

The formation of a legal structure in the form of a Joint Committee and its ancillary legal agreement supports all aspects of the AONB management plan.

**6. What will it cost and how will it affect other services?**

Future governance of the Joint Committee will be met within existing budgets and the cost of setting up the legal structure has been contained in house by the councils respective internal legal teams.

**7. What are the main conclusions of the Equality Impact Assessment (EqIA) undertaken on the decision?**

Not required.

**8. What consultations have been carried out with Scrutiny and others?**

Denbighshire County Council, Flintshire County Council and Wrexham County Council have all signed the Legal Agreement. Modernising Governance is part of the agreement. The agreement has been scrutinised as required by each authority. The Interim Joint Advisory Committee of the AONB has endorsed the review of governance.

**9. Chief Finance Officer Statement**

The agreement will provide the AONB Joint Committee with improved financial planning and stability while ensuring that budgets are agreed annually which will allow all member authorities to respond to changes in financial circumstances. There are no additional costs to DCC as a whole as the additional financial, legal and administration support will be provided within existing staffing structures.

**10. What risks are there and is there anything we can do to reduce them?**

None are identified. The legal agreement sets out respective obligations and provides termination provisions.

**11. Power to make the Decision**

Local Government Act 2000, where Local authorities can enter arrangements to 'Discharge functions jointly with one or more other local authorities by means of a Joint Committee'



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and Dee Valley

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Area of Outstanding Natural Beauty

**JOINT COMMITTEE  
Of the  
CLWYDIAN RANGE & DEE VALLEY  
AREA OF OUTSTANDING NATURAL BEAUTY**

**Held on:** 14<sup>th</sup> November 2014

**Lead Member / Officer:** Steve Gadd

**Report Author:** Paula O'Hanlon /Huw Rees

**Title:** Joint Committee Budget 2014/15

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**1. What is the report about?**

The report gives details of the AONB's revenue budget as agreed for 2014/15.

**2. What is the reason for making this report?**

The purpose of the report is to provide an update on the AONB's current financial position.

**3. What are the Recommendations?**

Members note the budgets set for 2014/15 (Appendix 1) and progress against the agreed budget strategy. Also, to formally approve the budget set for 2014/15.

**4. Report details.**

The report provides a summary of the AONB's revenue budget for 2014/15 detailed in Appendix 1. The AONB's gross expenditure budget is £406K. The position is a forecast over spend of £3k.

The budget is presented as 2 parts; Core and Area. The Core budget relates to those functions that are the current minimum amount required to operate the AONB activities during the current year. This budget *may* vary from year to year depending on external and internal funding. The Area budget relates to expenditure to deliver projects in the various LA areas of the AONB. The budget could include non-core

staff working on particular projects in the AONB during this year. This budget *will* vary from year to year and even within year depending on project progress and funding sources.

**5. How does it contribute to the Clwydian Range & Dee Valley AONB Management Plans Priorities?**

Effective management of the AONB's revenue budgets will help the delivery of the agreed management plan priorities for the current year and underpins activity in all areas, particularly our relationships with funding partners and our joint priorities.

**6. What will it cost and how will it affect other services?**

We are currently projecting that the income contributions remain at the level agreed in the budget for this year.

**7. What are the main conclusions of the Equality Impact Assessment (EqIA) undertaken on the decision? The completed EqIA template should be attached as an appendix to the report.**

N/A

**8. What consultations have been carried out with Scrutiny and others?**

The Joint Advisory Committee was informed of the budget in April 2014. This is the first opportunity to present the financial position to the Joint Committee.

**9. Chief Finance Officer Statement**

This report outlines the financial position for the AONB for 2014/15. Although currently showing a very small projected overspend, there is confidence that management action will enable the service to spend within their budgeted amount this financial year. Although therefore the financial position for 2014/15 is secure it must be recognised that the budgets of all public sector bodies are coming under increasing pressure due to the economic climate and that future funding levels may not be relied upon (see also section 10).

**10. What risks are there and is there anything we can do to reduce them?**

The current budget is dependent on income from NRW, Welsh Government and the three Local Authorities. Any changes to these income levels will pose a risk to the future delivery of projects and our ability to deliver against the priorities in the AONB Management Plan.

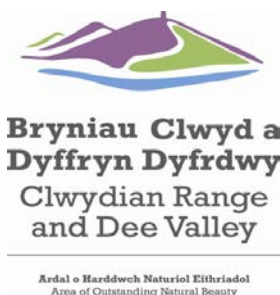
**11. Power to make the Decision**

Local authorities are required under Section 151 of the Local Government Act 1972 to make arrangements for the proper administration of their financial affairs.

## (DENBIGHSHIRE, FLINTSHIRE AND WREXHAM COUNCILS)

## CORE - REVENUE INCOME AND EXPENDITURE ACCOUNT AT 30th SEPT 2014

	Budget 2014/15	Forecast 2014/15
	£	£
<b>EXPENDITURE</b>		
<u>Employees</u>		
Salaries	194,483	185,397
Other Employee costs	1,544	1,544
<b>Total Employee costs</b>	<b>196,027</b>	<b>186,941</b>
<u>Vehicle and Travel</u>		
Travel Expenses	5,601	5,601
Other Travel Expenses	600	600
<b>Total Vehicle &amp; Travel Expenses</b>	<b>6,201</b>	<b>6,201</b>
<u>Other</u>		
Office Expenses	3,537	3,537
<b>Total Other Expenses</b>	<b>3,537</b>	<b>3,537</b>
<u>Projects</u>		
Grants	63,636	63,636
<b>Total Project costs</b>	<b>63,636</b>	<b>63,636</b>
<b>TOTAL EXPENDITURE</b>	<b>269,401</b>	<b>260,315</b>
<b>INCOME</b>		
NRW Grant	-103,847	-103,847
SDF Grant	-63,636	-63,636
Denbighshire County Council	-70,418	-70,418
Flintshire County Council	-26,500	-26,500
Wrexham County Borough Council	-5,000	-5,000
<b>TOTAL INCOME</b>	<b>-269,401</b>	<b>-269,401</b>
<b>Total Net Expenditure</b>	<b>0</b>	<b>-9,086</b>



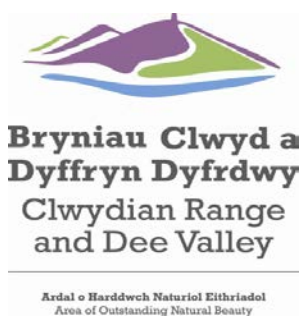
## JOINT AONB COMMITTEE

Appendix 1

## (DENBIGHSHIRE, FLINTSHIRE AND WREXHAM COUNCILS)

## AREA - REVENUE INCOME AND EXPENDITURE ACCOUNT AT 30th SEPT 2014

	Budget 2014/15	Forecast 2014/15
	£	£
<b>EXPENDITURE</b>		
<u>Employees</u>		
Salaries	109,307	106,469
Other Employee costs	496	496
<b>Total Employee costs</b>	<b>109,803</b>	<b>106,965</b>
<u>Vehicle and Travel</u>		
Fleet	21,821	21,821
<b>Total Vehicle &amp; Travel Expenses</b>	<b>21,821</b>	<b>21,821</b>
<u>Other</u>		
Office Expenses	69	1,000
<b>Total Other Expenses</b>	<b>69</b>	<b>1,000</b>
<u>Projects</u>		
Management Plan	5,000	8,500
AONB projects		1,576
<b>Total Project costs</b>	<b>5,000</b>	<b>10,076</b>
<b>TOTAL EXPENDITURE</b>	<b>136,693</b>	<b>139,862</b>
<b>INCOME</b>		
NRW Grant	-12,538	-12,538
Denbighshire County Council	-124,155	-113,808
Denbighshire County Council Project Match Funding		-1,576
<b>TOTAL INCOME</b>	<b>-136,693</b>	<b>-127,922</b>
<b>Total Net Expenditure</b>	<b>0</b>	<b>11,940</b>





**Bryniau Clwyd a  
Dyffryn Dyfrdwy**  
Clwydian Range  
and Dee Valley

Ardal o Harddwch Naturiol Eithriadol  
Area of Outstanding Natural Beauty

**JOINT COMMITTEE  
Of THE  
CLWYDIAN RANGE & DEE VALLEY  
AREA OF OUTSTANDING NATURAL BEAUTY**

**Held on:** 14<sup>th</sup> November 2014

**Lead Member / Officer:** Howard Sutcliffe

**Report Author:** Howard Sutcliffe AONB Officer

**Title: Appointment of Partnership and Associated Bodies for the Clwydian Range and Dee Valley Area of Outstanding Natural Beauty (AONB)**

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**1. What is the report about?**

The report is about finalising the outstanding governance arrangements for the Legal Agreement.

**2. What is the reason for making this report?**

The reason for making the report is that the Joint Committee (JC) needs to approve the replacement for the AONB Interim Joint Advisory Committee (IJAC) with the AONB Partnership (Stakeholders Group) and associated Fora, as per the Legal Agreement. The process of the appointments to the partnership needs to be subject to ratification by a subgroup of the JC.

AONB Officers also need to organise an Annual Forum and Annual Town and Community Council Meeting date. The Joint Committee needs to approve dates for the above.

**3. What are the Recommendations?**

The Joint Committee scrutinises, supports the above and:

- Appoints a sub group for appointment of the Partnership.
- Authorises the sub group to appoint the AONB Partnership
- Ratifies a date for the AONB Forum and Community and Town Council Meet
- Whether the JC wishes to extend an invitation to AONB LA Members to the Community and Town Council Meetings.

#### 4. Report details.

In essence the AONB Partnership replaces the IJAC on appointment of its membership. The IJAC since 2011, and its predecessor the JAC have existed for 27 years, and although it has been a very popular and effective body, as with all organisations it needs modernising and refreshing to reflect the current management of the AONB and its priorities. With the formation of the JC we have the perfect opportunity to modernise.

Under the Countryside and Rights of Way Act 2000 local Authorities were given a duty to produce AONB Management Plans, the new Governance Proposals reflect this. The changing geography of the AONB is reflected as the majority of its population is now located in the towns of Corwen and Llangollen. The Partnership will provide ‘on the ground’ advice to the JC by bringing key interests together to consider and advise on all aspects of the AONB.

<b>List of members for AONB Partnership appointed for 4 years</b>	
AONB-wide representatives (selected by the local authority sub group)	<ul style="list-style-type: none"> <li>• 9 local authority members (3 from each Council as nominated by their respective Councils)</li> <li>• 3 land management interests</li> <li>• 2 rural community interests</li> <li>• 2 urban community interests</li> <li>• 1 business interests</li> </ul>
Management Plan priorities representatives (selected by the local authority sub group)  <i>Current management plan priorities shown</i>	<ul style="list-style-type: none"> <li>• 1 Landscape</li> <li>• 1 Natural</li> <li>• 1 Historical</li> <li>• 1 Access and Recreation</li> <li>• 1 Built Environment</li> </ul>
Special Interest representatives (selected by the local authorities) No more than 9 years consecutive service <sup>1</sup>	<ul style="list-style-type: none"> <li>• 3 individuals or organisations</li> </ul>
In making the appointments, the local authorities will ensure that the World Heritage Site is represented	

The AONB Annual Forum is an open annual invitation to a wide range of interests. The attendance will be by open invitation. The Forum provides an opportunity to discuss all aspects of AONB Management and major issues that affect the AONB. The AONB Annual Community and Town Council meeting will take place annually to discuss priorities and issues. The AONB officer considers that it would also be worth

<sup>1</sup> A limit of nine consecutive years is in line with standard practice for the appointment of individuals to public bodies.



extending an invite to Local Authority members to the meeting (However this is not taken account of in the Legal Agreement and should be ratified by the JC)

**5. How does it contribute to the Clwydian Range & Dee Valley AONB Management Plans Priorities?**

The current AONB Plan 2009-14 does not consider this matter; the reason for the review of governance is the expansion of the AONB in 2011. However the new governance arrangements do provide a transparent mechanism for governance of the AONB. They discharge the duties detailed in the Legal Agreement. It also brings together a wide range of stakeholders who have an interest in the AONB

**6. What will it cost and how will it affect other services?**

Governance and meetings will be met within existing budgets.

**7. What are the main conclusions of the Equality Impact Assessment (EqIA) undertaken on the decision?**

Item 6 (Appendix 1)

**8. What consultations have been carried out with Scrutiny and others?**

Denbighshire County Council, Flintshire County Council and Wrexham County Council have all signed the Legal Agreement. Modernising Governance is part of the agreement. The agreement has been scrutinised as required by each authority. The Interim Joint Advisory Committee of the AONB has endorsed the review of governance.

**9. Chief Finance Officer Statement**

The agreement will provide the AONB Joint Committee with improved financial planning and stability while ensuring that budgets are agreed annually which will allow all member authorities to respond to changes in financial circumstances. There are no additional costs to DCC as a whole as the additional financial, legal and administration support will be provided within existing staffing structures.

**10. What risks are there and is there anything we can do to reduce them?**

- **Financial-** The risk is low; the IJAC Committee has invested a considerable amount of volunteer time in debating an improvement in accountability and governance.
- **Reputation-** The formation of the AONB Partnership and associated bodies concludes the review of Governance. It also demonstrates that the Local Authorities and their Partners can work in a structured and collaborative way.

## **11. Power to make the Decision**

The Legal basis lies in Section 101(5) of the Local Government Act of 1972 and the Local Government Act 2000, where Local authorities can enter arrangements to 'Discharge functions jointly with one or more other local authorities by means of a Joint Committee'

Proposed creation of AONB Partnership  
for The Clwydian Range and Dee Valley  
Area of Outstanding Natural Beauty  
(AONB)  
14th November 2014

Equality Impact Assessment

## Proposed creation of AONB Partnership

**Contact:** Howard Sutcliffe AONB Officer

**Updated:** 16<sup>th</sup> October 2014

**1. What type of proposal is being assessed?**

Other

**2. Please describe the purpose of this proposal**

This is a proposal to modernise the governance structure of the enlarged AONB

**3. Does this proposal require a full equality impact assessment?**  
*(Please refer to section 1 in the toolkit above for guidance)*

No

**4. Please provide a summary of the steps taken, and the information used, to carry out this assessment, including any engagement undertaken**  
*(Please refer to section 1 in the toolkit for guidance)*

This is a proposal for modernisation of the governance structure of the AONB. THE AONB Legal Agreement delegates the responsibility of AONB management from the three County Councils of Denbighshire, Flintshire and Wrexham to a Joint Committee (Already EIA). The Joint Committee is now forming a AONB Partnership (Stakeholders Group) and supporting Fora. All meetings/buildings will be accessible the AONB Team will provide full support for its members and the public.

**5. Will this proposal have a positive impact on any of the protected characteristics?**  
*(Please refer to section 1 in the toolkit for a description of the protected characteristics)*

No, the proposal is neutral

**6. Will this proposal have a disproportionate negative impact on any of the protected characteristics?**

No

**7. Has the proposal been amended to eliminate or reduce any potential negative impact?**

No	This has not been necessary, as no potential negative impact has been identified.
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**8. Have you identified any further actions to address and / or monitor any potential negative impact(s)?**

Yes	As discussed earlier, no potential negative impact has been identified. However, the actual impact of the proposal will be reviewed after implementation to see if any lessons can be learned.
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Action(s)	Owner	Date
none		

**9. Declaration**

Every reasonable effort has been made to eliminate or reduce any potential disproportionate impact on people sharing protected characteristics. The actual impact of the proposal will be reviewed at the appropriate stage.

Review Date:	16/10/14
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Name of Lead Officer for Equality Impact Assessment	Date
Howard Sutcliffe	16/10/14

**Please note you will be required to publish the outcome of the equality impact assessment if you identify a substantial likely impact.**

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**Bryniau Clwyd a  
Dyffryn Dyfrdwy**  
Clwydian Range  
and Dee Valley

Ardal o Harddwch Naturiol Eithriadol  
Area of Outstanding Natural Beauty

**JOINT COMMITTEE  
Of the  
CLWYDIAN RANGE & DEE VALLEY  
AREA OF OUTSTANDING NATURAL BEAUTY**

**Held on:** 14<sup>th</sup> November 2014

**Lead Member / Officer:** Howard Sutcliffe

**Report Author:** Howard Sutcliffe AONB Officer

**Title:** Forward Work Programme

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**1. What is the report about?**

The AONB Officer and Legal Officer feel that a forward work Programme would be beneficial to the Joint Committee. This report is intended to encourage members, in advance of the meeting, to consider the future areas of work the Committee should focus its priorities upon in future years.

**2. What is the reason for making this report?**

The majority of other Committees develop a Forward Work Programme, and Members may agree that rather than having a reactive approach an alternative proactive strategy should be discussed and considered.

It is hoped the forward Work programme will:

- Increase knowledge of members
- Allow members to set priorities
- Give advanced notice of budget pressures
- Raise Standards

**3. What are the Recommendations?**

- That Joint Committee debate and consider the adoption of this Forward Work Programme.
- To have a standard item on the agenda of ' Forward Work Programme'

#### 4. Report details.

<b>Forward Work Programme</b>			
<b>Project</b>	<b>Detail/Ref Management Plan</b>	<b>Timescale</b>	<b>Cost –ve or +ve or neutral (Through existing and external budgets)</b>
<b>Strategic Plans 2014-16</b>			
AONB Management Plan	To support the Policies of the AONB through contribution to consultations. To implement the AONB Action Plan	Spring 2015	Neutral
AONB Tourism Strategy	To Implement the action plan	Autumn 2014	Neutral
Edernton Tourism Strategy	To implement the action plan	Spring 2015	Neutral
Climate Change Programme	To implement and promote the new literature	Autumn 2014	Neutral
Outreach and Volunteers strategy	To provide a policy statement, engagement plan and action plan	Spring 2015	Neutral
Business Plan	To write a five year business plan	Spring 2015	Neutral
<b>AONB Icons</b>			
World Heritage Site	Collaboration between the two designations	Autumn 2014	Neutral
<b>Section 85 Organisations</b>			
Planning	To produce an SPG for the AONB	Autumn 2015	-ve
Tranquillity	To investigate improvements to Dark skies	Autumn 2015	-ve
Urbanisation	To enter into an agreement with NEWTRA and LA Highways to respect the rural nature of the AONB	Autumn 2015	-ve
Tourism	Investigate how best to integrate the NE Wales and AONB Brands	Autumn 2015	Visit Wales E4G

#### 5. How does it contribute to the Clwydian Range & Dee Valley AONB Management Plans Priorities?

The forward work programme will link back to actions, objectives and policies from the AONB Management Plan



**6. What will it cost and how will it affect other services?**

This is an indicative programme in some circumstances it may save the local Authorities money. There are no implications for other services as a result of this report

**7. What are the main conclusions of the Equality Impact Assessment (EqIA) undertaken on the decision? The completed EqIA template should be attached as an appendix to the report.**

Each area of the Forward Work programme will come with its individual EIA, an EIA will be considered at that point.

**8. What consultations have been carried out with Scrutiny and others?**

The forward work programme is considered a strategic and aspirational work programme at this point in time. Further consultation will be required to make the programme happen. Future costs and savings will be brought to the Joint committee with each individual action.

**9. Chief Finance Officer Statement.**

There are no additional costs directly associated with this aspirational programme

**10. What risks are there and is there anything we can do to reduce them?**

**Reputation-** It also demonstrates that the Local Authorities and their Partners can work in a structured and collaborative way. It recognises that the Local Authorities are managing this National Landscape in a structured and strategic way.

**11. Power to make the Decision**

The Legal basis to lies in Section 101(5) of the Local Government Act of 1972 and the Local Government Act 2000, where Local authorities can enter arrangements to 'Discharge functions jointly with one or more other local authorities by means of a Joint Committee'

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