



Forest of Bowland Area of Outstanding Natural Beauty Joint Advisory Committee

Tuesday, 2nd October, 2012 at 2.00 pm in Claughton Memorial Hall, Stubbins Lane, Claughton-on-Brock, PR3 0QH

Agenda

SCHEDULE OF EVENTS

- **Attendees for 'projects tour' by coach to convene at Claughton Memorial Hall from 10am onwards.**
- **Coach leaves Memorial Hall at 10.15am for tour in Wyre.**
- **Coach returns to Memorial Hall for 12.45pm approx. for buffet lunch.**
- **Committee meeting to commence from 2pm.**

2pm. Presentation - Jack Spees, Trust Director for Ribble Rivers Trust

1. Appointment of Chair and Vice Chair

The Forest of Bowland AONB Joint Advisory Committee are asked to appoint a Chair and Vice Chair for the municipal year 2012/13. Nominations have been received for County Councillor Albert Atkinson (as Chair) and County Councillor Mrs Susie Charles (as Vice Chair).

2. Welcome, introductions and Apologies for Absence

3. Disclosure of Pecuniary Interests

Members are asked to consider any Pecuniary Interests they may have to disclose to the meeting in relation to matters under consideration on the Agenda.

4. Constitution, Membership and Terms of Reference (Pages 3 - 6)

Report attached.

5. Minutes of the Meeting held on 18 April 2012 (Pages 7 - 12)

The Committee are asked to agree the minutes of the meeting held on 18 April 2012.

6. Matters Arising

To note any matters arising from the previous meeting.

7. Budget and Memorandum of Agreement Update

(Pages 13 - 18)

- a. 2013/14 Annual Budget Update(Nick Osborne)
- b. AONB Memorandum of Agreement (Nick Osborne)

8. Bowland Haytime Project

(Verbal update)

9. AONB Partner Updates

(All Partners – Verbal Update)

10. Delivering the AONB Management Plan

- a. AONB team business plan 2012/13 update
(Verbal update by Elliott Lorimer)
- b. AONB team report (Presentation by Mike Pugh on headline Q1&2 achievements)

11. Any Other Urgent Business

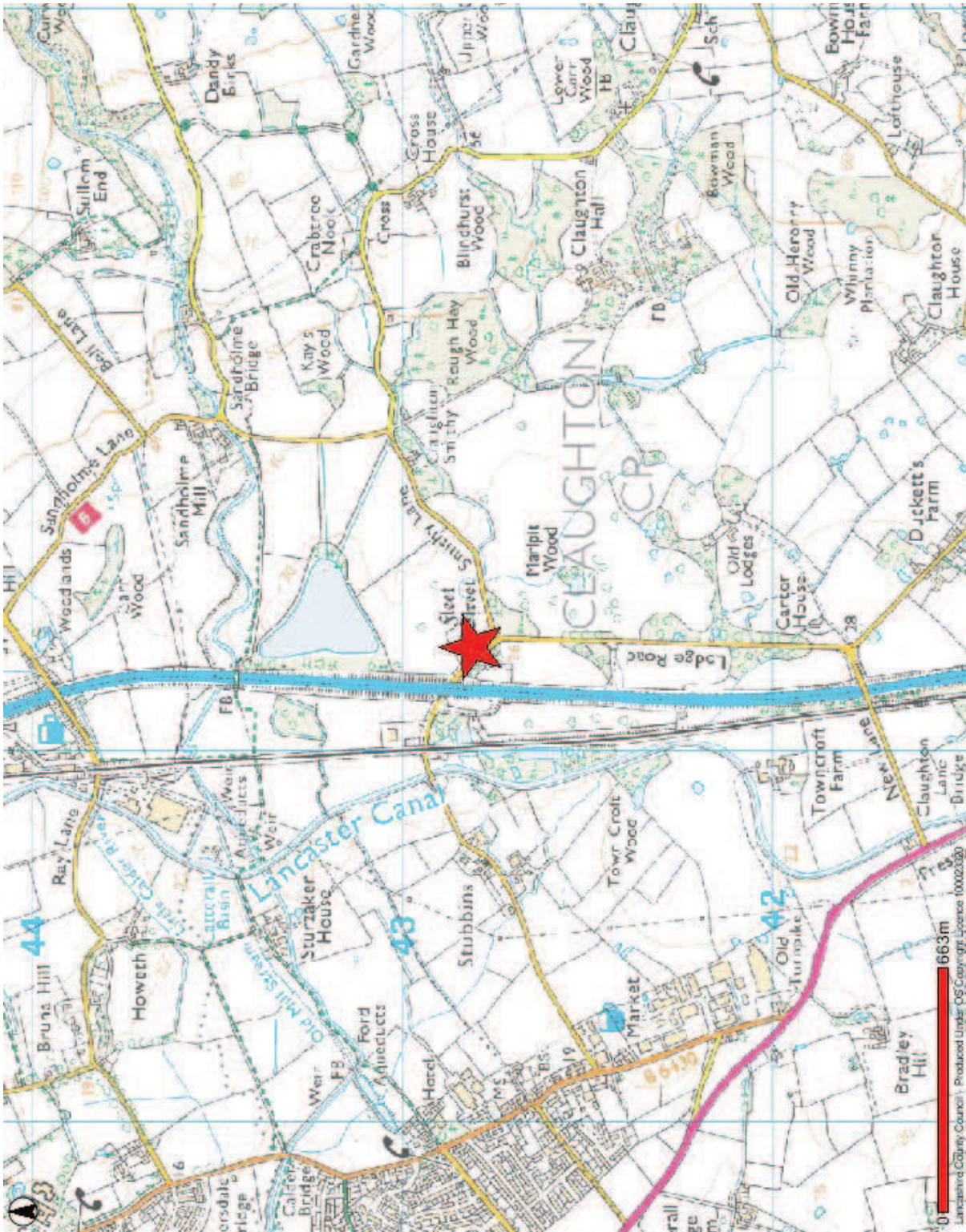
An item of Urgent Business may only be considered under this heading where, by reason of special circumstances to be recorded in the minutes, the Chairman of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency. Wherever possible, the Clerk to the meeting should be given advance warning of any Members' intention to raise a matter under this heading.

12. Date of Next Meetings

- TBC Tuesday 9th April 2013 (Pendle)
- TBC Tuesday 8th October 2013 (Preston)

A Milroy
Principal Executive Support Officer

Lancashire County Council
County Hall
Preston



Cloughton Village Hall

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Date: 26/09/2012



Agenda Item 4

Membership and Terms of Reference of the Advisory Committee 2012/13

Issue for Consideration

The Constitution, Membership and Terms of Reference of the Advisory Committee for 2012/13.

Information

It is reported for the information of the Committee that the Constituent Authorities of the Advisory Committee have informed the Secretary of their representatives appointed to serve on the Committee for the year 2012/13. The Constitution and Membership of the Advisory Committee for 2012/13 is, therefore, as follows:-

Lancashire County Council

County Councillor A Atkinson
County Councillor S Charles
County Councillor D Smith

North Yorkshire County Council

County Councillor R Welch

Craven District Council

Councillor L Barrington

Lancaster City Council

Councillor J Pritchard

Wyre Borough Council

Councillor R Brooks

Ribble Valley Borough Council

Councillor Mrs R Elms

Preston City Council

Councillor J Browne

Pendle Borough Council

Councillor J Starkie

Lancashire Association of Parish and Town Councils

Mr M Helm

Yorkshire Local Councils Association

Councillor C Price

United Utilities

Mr I Grindy

Environment Agency

Ms H Dix

Natural England

Mr N Clark

Royal Society for the Protection of Birds (RSPB)

TBC

Forest of Bowland Landowning and Farming Advisory Group

Mr A Taylor

Mr T Binns

Ramblers Association

Mr D Kelly

Bowland Tourism Environment Fund

Jonty Collinson

Bowland Experience Limited

Jon Beavan

The Committee and its constituent bodies are responsible for the implementation of the AONB Management Plan. The role of the Committee and its Terms of Reference, is as follows:-

The Joint Advisory Committee supports and encourages an active partnership between all of the agencies involved and co-ordinates management over the whole of the AONB. The aim is to:

- promote the AONB at national, regional and local level,
- ensure that the landscape of the AONB is conserved and enhanced appropriately through the implementation of the AONB Management Plan,
- work to assist the social and economic well being of the AONB commensurate with the conservation of its special qualities,
- provide a forum for the exchange of information and ideas,
- consider any issues likely to affect the area adversely and agree appropriate action
- make recommendations for new initiatives

A range of organisations with interests in the AONB is eligible for membership. Members include local authorities and the key organisations and interests, including representatives of local people, whose involvement will assist in implementing the Management Plan. Membership is kept under review and is at the discretion of the local authorities. Ideally there should be between 10 and 20 members and, where it is not practicable to include all of the represented interests, regular consultation mechanisms should be established.

Brief for the Joint Advisory Committee:

- co-ordinate the preparation and implementation of strategic plans for the AONB, including the preparation of the statutory Management Plan
- advise local authorities preparing structure plans, local plans or other plans covering all or part of the AONB, to ensure that policies and practices (including those for development control) are co-ordinated and consistent with the statement of commitment and AONB Management Plan
- advise local authorities and other agencies on the level of resources required for effective AONB management
- lobby to influence organisations that are not members of the JAC in the delivery of their services and programmes in order to benefit Bowland communities, businesses and the environment

- advise on, and co-ordinate the actions of the constituent organisations to achieve the objectives of the AONB and, in particular, ensure that the statement of commitment and Management Plan are implemented and reviewed. This includes:
 - receiving monitoring reports from the partners on progress and achievements in implementing the Management Plan, reviewing the Management Plan every five years and producing an annual report,
 - agreeing an annual work programme for the AONB to be delivered by the partners and the AONB Staff Unit,
 - carrying out special studies of key issues, as they arise, for example by setting up working parties or conducting research
 - advising the appropriate local planning authority about any developments within or adjacent to the AONB that are likely to affect significantly the landscape character of the area,
 - acting as forum for the discussion of major issues affecting the character of the AONB
 - promoting other action that is necessary to further the objectives of the AONB designation



Forest of Bowland Area of Outstanding Natural Beauty Joint Advisory Committee

Minutes of the Meeting held on Wednesday, 18th April, 2012 at 2.00 pm in Foster Suite, Hornby Community Resource Centre, The Institute

Present:

Chair

County Councillor Albert Atkinson, Lancashire County Council

Committee Members

County Councillor Mrs Susie Charles, Lancashire County Council
Councillor Lin Barrington, Craven District Council
Councillor Roger W Brooks, Wyre Borough Council
Neil Clark, Natural England
Andrew Gouldstone, RSPB
Michael Helm, LAPT
David Kelly, Ramblers Association
Councillor Colin Price, Yorkshire Local Councils Association
County Councillor David Smith, Lancashire County Council
Mr Andrew Taylor, Bowland Landowners and Farmers Group
Dave Oyston, United Utilities plc

Officers

Hetty Byrne, Forest of Bowland AONB Unit
Cathy Hopley, Forest of Bowland AONB Unit
Elliott Lorimer, Forest of Bowland AONB Unit
Nick Osborne, Forest of Bowland AONB Unit
Sandra Silk, Forest Of Bowland AONB UNit
Vaughan Jones, Pendle Borough Council
Martin Putsey, Preston City Council
Alison Boden, Wyre Borough Council
Mike Williams, Pendle Borough Council

Apologies

Councillor John Browne, Preston City Council
Councillor Mrs Rosemary Elms, Ribble Valley Borough Council
Ian Grindy, United Utilities plc
County Councillor Richard Welch, North Yorkshire County Council

Graham Megson, North Yorkshire County Council
Greg Robinson, Wyre Borough Council

1. Welcome, introductions and apologies

The Chairman welcomed everyone to the meeting.

2. Minutes of the Meeting held on 17 October 2011

The minutes of the meeting held on the 17 October 2011 were presented.

Resolved: The minutes of the meeting held on the 17 October 2011 were agreed as a correct record.

3. Matters arising

Cath Hopley reported that the bid to the Nature Improvement Areas (NIAs) Programme had been unsuccessful. However, the Morecambe Bay bid was successful from Lancashire.

4. AONB Budget 2012/13 and Memorandum of Agreement update

Nick Osborne presented a revised and updated budget for 2012/13 and progress towards all funding authorities having signed the revised AONB Memorandum of Agreement (MoA).

Nick reported that the updated figures included grant from Defra of approximately £210k against core costs and £29k to support the AONB Sustainable Development Fund. This allowed an annual programme of projects, against strategic priorities and actions, to the value of approximately £85k. It was anticipated that projects funding would again be used as match funding to attract additional income.

In relation to the request from Defra that funding authorities enter into a revised 4 year MoA, Nick reported that four authorities had agreed to sign, with the remaining authorities all working towards agreement to sign in early 2012/13.

Nick also thanked members and officers for their continued support.

Resolved: That,

1. the revised AONB budget for 2012/13 be noted, and
2. the update on progress towards all funding authorities signing the revised AONB Memorandum of Agreement also be noted.

5. Delivering the AONB Management Plan

Elliott Lorimer presented a report summarising the progress made during 2011/12 towards delivery of the 'Year 1' targets in the business plan; detailing achievements, highlighting some key projects and activity and also the on-going annual review of the business plan. The vast majority of targets had been delivered with other well underway. He also

presented the Plan for 2012/13 which contained no significant changes to last year's plan. However, there may need to be minor amendments following consultation with AONB partners.

Members of the Committee were pleased to note that progress, on the whole, was good. However, in view of the reduction in staff and resources, there were concerns at how performance would be maintained. In response, Elliott reassured members that the targets in the Business Plan would always have to reflect the resources available and if necessary Defra would have to be informed if works could not be completed as a result.

An update was requested in relation to the North Lancashire Bridleway Phase 2. It was felt that the bridleway links needed to be developed as soon as possible. Elliott promised to ask Tarja Wilson to get in touch. Alison Boden reported that the Core Strategy for Wyre was currently out for consultation and the inclusion of the North Lancashire Bridleway would be positive.

Cath Hopley presented the AONB Team report. She highlighted areas of particular interest including:

- A joint bid with the Yorkshire Dales Millennium Trust, to the Lancashire Environmental Fund to improve rich grasslands and in particular the upland hay meadows of the AONB, has secured £40,000 for an 18 month project which aims to restore over 20 sites.
- The walking trail (White Trail) from School Lane car park has been modified to facilitate tramper access along the whole 2.1km length of the route which will make the route suitable for tramper access at all times of the year. The route will be promoted through the Forest of Bowland website.
- The Forest of Bowland AONB was runner-up of the prestigious 'Best Destination' award from The International Responsible Tourism Awards. The award was presented to the AONB on 9 November as part of World Responsible Tourism Day at the World Travel Market in London, sponsored by Virgin Holidays. The accolade was testament to a collective effort of the AONB team, partner organisations, community groups and most of all the tourism businesses themselves who have worked hard over the last six years to deliver tourism with sustainability at the core.

Resolved: That,

- i. the reports on AONB team activity during 2011/12 be noted, and
- ii. a 'working' AONB team business plan for 2012/13 be agreed, before presentation of the final plan at the next committee meeting in October 2012.

6. AONB Partner Updates

The Chairman opened the meeting to members of the Committee.

Alison Boden, Wyre Borough Council, reported that the Garstang Walking Festival was due to be held between the 11-20 May and would consist of 60 walks. New activities would include Wildflowers – Myths and Legends and Out to meet the cows.

She also reported on the Holme Wood Project which comprises 500m of footpath repair and improvement with the purpose of conserving the biodiversity and reducing erosion in the semi-natural woodland of Holme Wood.

The Wyre Ranger Service and the Lancashire Wildlife Trust had led 2 guided walks to help increase involvement in the Brown Hare Survey Project.

Alison also reported on Wyre's Core Strategy Consultation. The Strategy sets out Wyre's vision for growth and development of the entire borough over the next 16 years, and partners were encouraged to participate in the consultation.

Andrew Gouldstone, reported that the RSPB were working with a number of farms to protect wading birds, as well as working with the Ribble Rivers Trust. Of particular note was an education project where the Society was working with schools on a joint project with the AONB. He also reported that last year there were 10 breeding Hen Harrier pairs of which there were 4 successful nesting attempts. However, he had serious concerns this year that there may be no successful nesting attempts within Bowland. Andrew went on to highlight that one reason for lower numbers of nesting attempts in the area is continued human persecution of the species within the UK.

Dave Oyston, United Utilities reported that improvements to the east side of the Stocks Reservoir Circular Walk had been undertaken so that there was now no need to walk on the highway.

Resolved: That the report be noted.

7. 'The Bowland Symposium', 1-2 May 2012

Hetty Byrne reminded members of the Committee that the Bowland Symposium was being held on the 1/2 May 2012 to showcase sustainable tourism within the AONB. The 2 day event was being held in response to lots of requests from other Protected Landscape areas from the Norfolk Broads to Norway.

Day 1 would be launched by the County Councillor Atkinson and consist of speakers and workshops. Attendees on day 2 would be able to take the opportunity to enjoy a number of visits to tourism businesses showcasing their accommodation, local produce, wildlife and everything that the Bowland area has to offer.

Members of the Committee were strongly encouraged to attend.

Resolved: That the report be noted.

8. Future development of AONB related organisations

Elliott Lorimer presented a report which summarised the progress made so far in relation to the AONB team business plan targets for 2011/12:

- to *"investigate alternative forms of governance to assist in fund-raising (Friends of, Trusts etc)"* and

- to hold "*discussions with neighbouring protected landscape areas*" about such developments. This report seeks approval from the AONB Joint Advisory Committee for this development work to continue in 2012/13.

Given the planned reductions in central government funding from Defra for AONBs and the increasing pressures on local authority budgets over the current CSR period up to 2014/15, consideration of existing, or alternative, organisational structures for AONBs was on-going across England within individual AONBs, local authorities, the National Association of AONBs and Defra.

During 2011/12, the Principal AONB Officer and AONB Development and Funding Officer have carried out scoping work on existing AONB-related organisations which involved reviewing the current operations of existing AONB-related organisations and investigating the scope for increased fund-raising operations within these organisations.

Discussions had been held with Nidderdale AONB, Shropshire Hills AONB and Yorkshire Dales Millennium Trust regarding alternative governance arrangements and operations. The Principal AONB Officer had also been investigating possible joint working with Arnside and Silverdale AONB where this may be of future benefit in bidding jointly for funds, dealing with corporate sponsorship, income generation etc.

The AONB team has been involved in national discussions, co-ordinated by the National Association of AONBs, on a potential role for Community Foundations in raising funds for AONBs in the future, and in developing both charitable and social enterprise models for AONB activity.

Elliott proposed that:

- a) discussions commence with trustees of Bowland Tourism Environment Fund to consider options for expanding its present focus on visitor contributions to become a more generic fund-raising body for the AONB; and to consider renaming the organisation as something more recognisable, such as Bowland Landscape Trust or Foundation, for example.
- b) a 'Friends of Bowland' be developed and formally established to help co-ordinate community support for- and volunteering activities in the AONB.
- c) a comprehensive funding-raising strategy for the AONB Partnership, involving all AONB-related organisations be developed which would identify how the various organisations could operate together effectively, and also identify potential sources of funds for them each to apply for.

Resolved:

The committee agreed to the continuation of the development of AONB-related organisations as detailed above, leading to a comprehensive fund-raising strategy being produced for the AONB Partnership.

9. Any other business

Members of the Committee offered their thanks for the support for the Lawkland Parish Lengthsman scheme which had been working very well.

10. Dates of Next Meetings

It was suggested and agreed that the next two meetings of the Committee be held:

- Tuesday 2nd October 2012 in Wyre
- Tuesday 9th April 2013 in Pendle

Andy Milroy
Principal Executive Support Officer

Lancashire County Council
County Hall
Preston

Agenda Item 7

FOREST OF BOWLAND AONB JOINT ADVISORY COMMITTEE

Revised Estimates 2012/13 and Revenue Budget 2013/14

(Appendix 'A' refers)

Issue for consideration

- a) Revised Estimates 2012/13
- b) Revenue Budget 2013/14

Background

The budget provision for the Forest of Bowland AONB Joint Advisory Committee is funded by eight constituent local authority partners and grant from Defra and is enhanced by additional contributions from partner organisations, e.g. United Utilities. A core team of 4.3 full time equivalent posts is established from this budget provision, to assist in the delivery of the statutory AONB Management Plan on behalf of the Joint Advisory Committee and the local authorities. The AONB Unit is now working to a 3-year business plan (2011- 2014), on which local authorities are consulted to ensure it reflects local authority priorities for the AONB).

a. Revised Estimates 2012/13

The costs of the Partnership are managed as part of the Lancashire County Council's Environment Directorate's Devolved Financial Management scheme. Since the Joint Advisory Committee in October 2011 approved the 2012/13 estimates and sought support to the contributions requested from funding partners. The full requested contribution was not able to be made by Craven District Council, which resulted in a small shortfall in funds available of £900.

Defra advised in December 2011, that the grant offer for 2012/13 was £239,562 a reduction of £14,446 (or 5.38% reduction based on 2010/11 grant funding levels).

The net effect of these changes will allow a programme of projects to be delivered in 2012/13, totalling £113,561. In addition, to date during this year, the AONB unit has been successful in obtaining the following additional funding to support delivery of projects within the area:

Project	£	Organisation
Bowland Haytime Project	40,000	Lancashire Environment Fund
Bowland Symposium	5,900	Sponsors and delegates
Bowland Experience Tourism Business Training Programme	2,000	Myerscough College (RDPE Greater Manchester and Lancashire Skills Programme)

Gisburn Forest Mountain Bike Trail Leaflet	1,000	Forestry Commission
Sense of Place Training Workshops	750	Yorkshire Dales Millennium Trust
Bowland Teashops Leaflets	500	Local businesses
Lowgill Traditional Signpost	500	Lancashire County Council

The 2012/13 Revised Estimates take account of these changes (see Appendix 'A' Column 3) in comparison with the Original Estimates in Column 2, against which the funding partners were asked to provide funding in October 2011.

The core contributions advised by the constituent local authorities for 2012/13 are as follows: -

	£
Craven District Council	5,900
Lancaster City Council	6,800
Pendle Borough Council	6,800
Preston Borough Council	6,800
Ribble Valley Borough Council	6,800
Wyre Borough Council	6,800
Lancashire County Council	40,800
North Yorkshire County Council	6,800

b. Revenue Budget 2013/14

This section sets out in Appendix 'A' column 4, the costs associated with the Committee's projects and management service in 2013/14. The estimates are based on a continuation of the level of service agreed by the Committee at the October 2011 meeting, updated to 2012/13 estimated pay and price levels.

Provision reflects the core team of 4.4 full-time equivalent posts, operational budgets for core activities and projects. This includes a slight increase of 0.1 FTE to the Business Development Officer post:

- AONB Manager [0.2FTE]
- Principal AONB Officer [0.8FTE]
- Development and Funding Officer
- Sustainable Tourism and Website Development Officer
- Projects and Events Officer
- Business Development Officer [0.4FTE]

Total Committee income from contributions has been included in the budget for 2013/14 based on estimated contributions from funding authorities, equivalent to maintaining the requested contribution for 2012/13, with a continuation of the contribution from United Utilities matching the requested district/borough council level of contribution.

Income in respect of grant support from Defra towards core costs, projects costs and sustainable development works has been included on the basis of a further 5.38% reduction in 2013/14. Advice from Defra is that the grant for 2013/14 will be one grant offer, to be used in ways which the Joint Advisory Committee considers will deliver the best performance in achieving the aims of the Management Plan, without restrictions placed on the percentage of grant to each area of supported activity.

Thus, the level of provision for projects is based on the resources estimated to be available to the Committee after providing for the staffing of the AONB Unit at Dunsop Bridge, plus related core activities costs, assuming that all partners make the requested contributions.

The attention of the Committee is drawn to the following: -

1. Gross Expenditure

It is proposed that total expenditure be £381,116 in 2013/14, which is £13,546 lower than £394,662 in 2012/13 mainly as a result of the reduction in Defra grant. This expenditure results from providing for the effect of increased pay and prices, staff increments, employers national insurance and superannuation contributions, along with general price increases, and reflecting a level of provision for projects after taking account of the estimated level of resources being sought from funding partners.

2. Income

Defra grant towards core costs, projects costs and a programme of sustainable development works of £225,116 reflects a further reduction of 5.38% based on 2010/11 grant funding levels.

A contribution of £6,800 from United Utilities has been included, on the basis that of the company seeking to maintain a level of contribution equivalent to that of the district/borough councils.

3. Net Expenditure

The £381,116 net cost of management services is based on maintaining the level of contributions from the funding authorities originally requested for 2012/13. It is essential that the funding authorities are notified of the approved expenditure and requested to make due provision in their own estimates.

4. Additional Resources

It should be noted that resources from local authorities/individuals/other bodies for projects in AONB will be sought during 2012/13 (e.g. Heritage Lottery Fund, Arts Council and Lancashire Environment Fund), which are over and above the Joint Advisory Committee budget provision and this will

continue in 2013/14. Furthermore, the service contributes to the generation of additional schemes and projects in liaison with services operating in the area such as the various local authority Countryside Services.

Decision Required

The Forest of Bowland AONB Joint Advisory Committee is requested to:

- i) note the 2012/13 Revised Estimates,
- ii) approve the 2013/14 Revenue Budget as set out in the report, and;
- iii) subject to the approval of (ii) above, to request the funding authorities to make appropriate provision in their revenue budgets.

APPENDIX 'A' AONB Budget

1	Estimated 2012/13 (Out-turn Prices) 2	Revised 2012/13 (Out-turn Prices) 3	Estimated 2013/14 (Out-turn Prices) 4
	£	£	£
<u>Expenditure</u>			
<u>Core Costs</u>			
Salary, N.I. and Superannuation	163,794	164,701	168,238
Out-based premises	24,400	24,400	24,400
Travel and subsistence	8,900	8,900	8,900
Central, Departmental & Tech. Support	60,800	60,800	60,800
Core Activities	22,300	22,300	17,800
Sub total of Core Costs	280,194	281,101	280,138
<u>Non Core Costs</u>			
Employees	0	0	0
Travel and subsistence	0	0	0
Projects/Information	114,468	113,561	100,978
Sub total of Non Core Costs	114,468	113,561	100,978
Total Expenditure	394,662	394,662	381,116
<u>Income</u>			
Natural England Grant	0	0	0
Defra Grant	239,562	239,562	225,116
Heritage Lottery Fund	0	0	0
<u>Contributions</u>			
United Utilities	6,800	6,800	6,800
Other Project Contributions	0	0	0
<u>County Councils</u>			
Lancashire	40,800	40,800	40,800
North Yorkshire	6,800	6,800	6,800
<u>District Councils</u>			
Craven	5,900	5,900	6,800
Lancaster	6,800	6,800	6,800
Pendle	6,800	6,800	6,800
Preston	6,800	6,800	6,800
Ribble Valley	6,800	6,800	6,800
Wyre	6,800	6,800	6,800
Total Income	333,862	333,862	320,316
Contribution to support costs (LCC in kind)	60,800	60,800	60,800
	394,662	394,662	381,116

