



Agenda

Malvern Hills AONB Joint Advisory Committee

Friday, 7 April 2017, 10.00 am

**Council House, Malvern Hills District
Council**

**Avenue Road
Malvern
WR14 3AF**

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Malvern Hills AONB Joint Advisory Committee
Friday, 7 April 2017, 10.00 am, Malvern

Members

Elected Members:

Mrs G Rees (Chairman)	Malvern Hills Conservators
Mr S Bosley	Herefordshire Association of Local Councils
Mr J Fryman	Worcestershire Association of Local Councils
Ms E Holton	Herefordshire Council
Mr A Johnson	Herefordshire County Council
Mrs C O'Donnell	Malvern Hills District Council
Dr K A Pollock (Vice Chairman)	Worcestershire County Council
Prof J W Raine	Malvern Hills District Council
Mr P A Tuthill	Worcestershire County Council
Mr C Williams	Forest of Dean District Council

**Non-Elected
members:**

Mr W Barnes	Forestry Commission
Prof R Bryant	Hereford & Worcester Earth Heritage Trust
Ms S Faulkner	NFU West Midlands
Mr I George	Historic England
Ms D Griffiths	Natural England
Mr M Hammond	Hereford and Worcestershire Chamber of Commerce
Mr J Hervey-Bathurst	County Land & Business Association
Dr R Williams	Campaign to Protect Rural England

Co-Opted Members:

Mr A Lee	Herefordshire Local Access Forum
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Agenda

Item No	Subject	Page No
1	Apologies and Substitutes	
2	Declaration of Interests	
3	Confirmation of the minutes of the previous meeting	

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All the above reports and supporting information can be accessed via the Council's website.

Date of Issue: Friday, 24 March 2017

Item No	Subject	Page No
	To confirm the minutes of the meeting held on 18 November 2016.	
4	10 Years of Landscape Change in the Malvern Hills AONB To receive a presentation from Professor Nick Evans, University of Worcester, on the results of monitoring landscape change (a report on this work can be viewed on the AONB websites publications page under 'Reports and Research' http://www.malvernhillsaonb.org.uk/publications/)	
5	Mid-term review of the AONB Mangement Plan 2014-19 To receive a report from Paul Esrich, AONB Partnership Manager.	1 - 12
6	AONB Budget and Work Programme 2017/18 To receive a report form Paul Esrich, AONB Partnership Manager.	13 - 26
7	Review of the Partnership Terms of Reference and JAC Constitution To receive a report from Paul Esrich, AONB Partnership Manager.	27 - 38
8	Sustainable Development Fund To receive a report from David Armitage, AONB Partnership Assistant Manager.	39 - 40
9	Information Items To note the items for information.	41 - 44
10	Verbal Reports from Partners	
11	Dates of Future Meetings The next meeting will be held on: <ul style="list-style-type: none"> • 17 November 2017 at 10.00am in the Council Chamber at Malvern District Council. 	

MALVERN HILLS AONB JOINT ADVISORY COMMITTEE
7 April 2017**MID-TERM REVIEW OF THE MALVERN HILLS AONB**
MANAGEMENT PLAN (2014-19)

Background

1. Section 89 of the Countryside and Rights of Way Act (2000) places a duty on 'relevant local authorities' to prepare, publish and review AONB Management Plans at least every five years. There is no requirement to carry out a mid-term review of an AONB Management Plan but such an exercise can be useful, not least to highlight areas where progress has/has not been made and to provide a touch on the tiller - if one is needed - with regards implementation during the final years of the plan period.
2. The AONB Unit is acutely aware of the resource pressures acting on staff in many partner bodies. It is also aware of the dangers of consultation fatigue. With a full review of the management plan scheduled to take place in 2018 we have not sought to engage actively with partners at this time. Instead, a small piece of work has been commissioned to provide an external perspective. The report from this work is attached at Appendix 1. The appendix to the report runs to 53 pages and can be found alongside the report on the publications page of the AONB website (<http://www.malvernhillsaonb.org.uk/publications/>) under reports and research.

Recommendation

3. **The Committee is recommended to:**
 1. **Consider the report, and**
 2. **Provide any observations on progress thus far and on implementation of the plan over the next two years.**

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Document 1 of 2:
Management Plan
Mid-term Review
Report and
Analysis

**Malvern Hills
AONB
Partnership**

Craggatak Consulting
21 March 2017



Document 1: Management Plan Mid-term Review Report and Analysis

Contents

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5. Focus for delivery up to 2019	9

The appendices supporting this report are in a separate document available from the AONB Unit

1. Background

- 1.1. Section 82 of the Countryside and Rights of Way (CRoW) Act 2000 establishes the primary purpose of Area of Outstanding Natural Beauty (AONB) designation as the conservation and enhancement of natural beauty. Section 85 of the CRoW Act places a duty on all public bodies to 'have regard' to the 'purpose of conserving and enhancing the natural beauty of the area of outstanding natural beauty'. Under Section 89, the 'relevant local authorities' must prepare and publish a Management Plan for each AONB. The Management Plan is a statutory document and presents an agreed agenda for the AONB, setting out objectives and policies for the local authorities, statutory agencies and people who live and work in the area. The CRoW Act requires a formal review of an AONB Management Plan at intervals of not more than five years.
- 1.2. Launched in April 2014, the current Malvern Hills AONB Management Plan is due to end in March 2019. It is the intention that a full review will take place during 2018 leading to the production of a revised management plan from April 2019. In the meantime, there is a need for a simple mid-term review to check on the implementation of the management plan.

Study Brief

- 1.3. The objectives of the brief are to:
 - To summarise progress in meeting the objectives and policies of the current management plan.
 - To identify objectives and policies against which little or no progress has been made.
 - To map management plan objectives and policies against the current priorities of a range of key partner bodies.
 - To identify any new policy drivers (not present at the time of producing the management plan) which are particularly relevant to the work of the AONB Partnership.
 - To provide a renewed focus for the delivery of the second part of the current management plan.

The intention is not to review processes such as action planning and monitoring or the efficacy of partnership working. This will take place as part of the full review.

Project Constraints

- 1.4. Craggatak Consulting prepared this report in conjunction with the staff from the Malvern Hills Area of Outstanding Natural Beauty Unit. The study is a quick desk-based exercise using only easily available public information secured from websites or the AONB Unit. We searched from the publication of the AONB Management Plan (April 2014) to December 2016. The instruction was not to make any direct contact with partner organisations, as the need for their time will be during the quinquennial review of the management plan during 2018. Because of time constraints, we only consider how the management plan supports or influences the partners' corporate leaders. We feel that this is an effective test of the implementation of the AONB management plan. The intent is to give a quick heads-up on the implementation of the management plan; it is not a comprehensive assessment. Analysis is by a simple yes/no test, there is no attempt to weight scores or assess the relative worth of priorities or actions.

Management Plan

- 1.5. The plan sets out a framework that gives guidance and direction towards achieving the long term Vision for the Malvern Hills AONB. A cascade of objectives and policies underpins the Management Plan. Twelve topics are grouped under three inter-related themes:
1. The natural and cultural environment
 - Landscape
 - Geodiversity
 - Biodiversity
 - Historic environment
 - Farming and forestry
 2. Community life
 - Living and working
 - Built development
 - Tourism
 - Transport
 3. Enjoying and understanding
 - Recreation and access
 - Information and interpretation
 - Volunteering
- 1.6. The Management Plan contains 14 objectives and 76 policies across these themes. The full list of objectives and policies is contained in Document 2 - Appendix 1

Malvern Hills AONB Partners

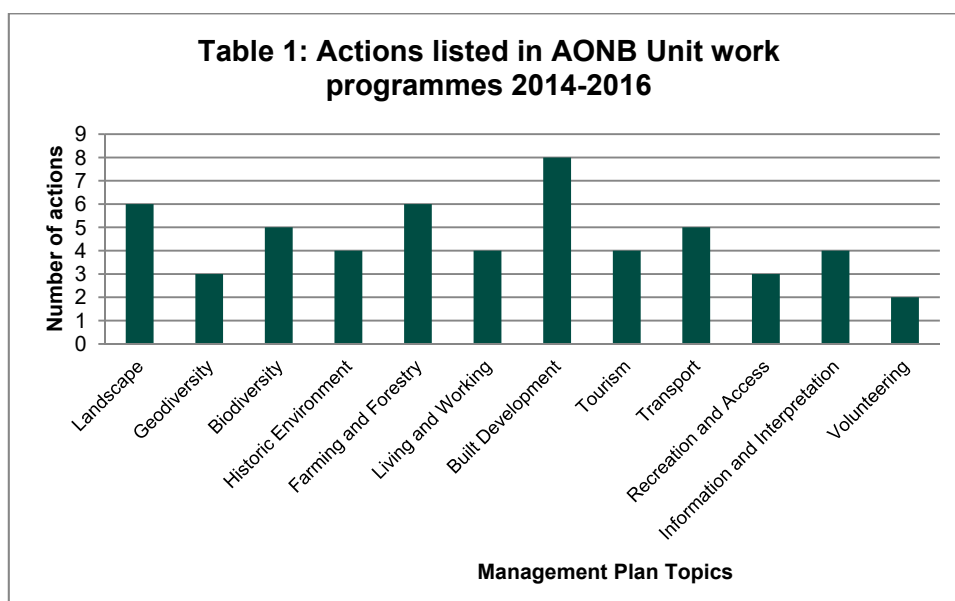
- 1.7. The partners selected for this study were:
- Campaign for Protection of Rural England
 - Country Land and Business Association
 - Defra

- Forest of Dean District Council
- Forestry Commission
- Gloucestershire County Council
- Herefordshire and Worcestershire Earth Heritage Trust
- Herefordshire Association of Local Councils
- Herefordshire Council
- Herefordshire Local Access Forum
- Historic England
- Malvern Hills Conservators
- Malvern Hills District Council
- National Farmers Union
- Natural England
- Visit Herefordshire/Destination Worcestershire
- Worcestershire Association of Local Councils
- Worcestershire County Council

- 1.8. These are the bodies currently represented on the AONB Partnership. In Document 2 - Appendix 2, we show their high-level priorities and strategic objectives, where listed on their websites. In a few case, it was not possible to find this information in time. Lying beneath these high-level priorities there are a wide range of policies actions. Some are achieving the aspirations of the management plan but they are not a part of this study.
- 1.9. There will be other important partners but the project timescale and criteria requires a simple approach at this time.

2. Progress in delivering the current management plan

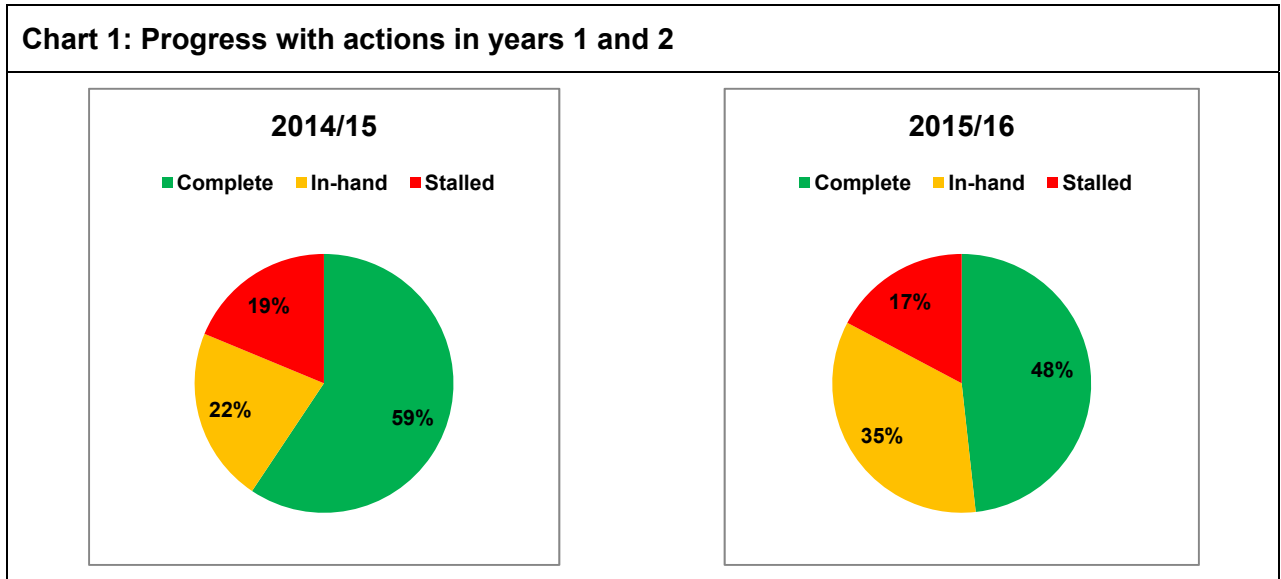
- 2.1. The AONB management plan (2014-2019) presents 76 policies. In the AONB Unit work programmes for the period 1 April 2014 – 31 December 2016, 120 actions were set out against 54 of these policies (71%)¹. Table 1 shows the spread of these actions across the twelve topics in the management plan.



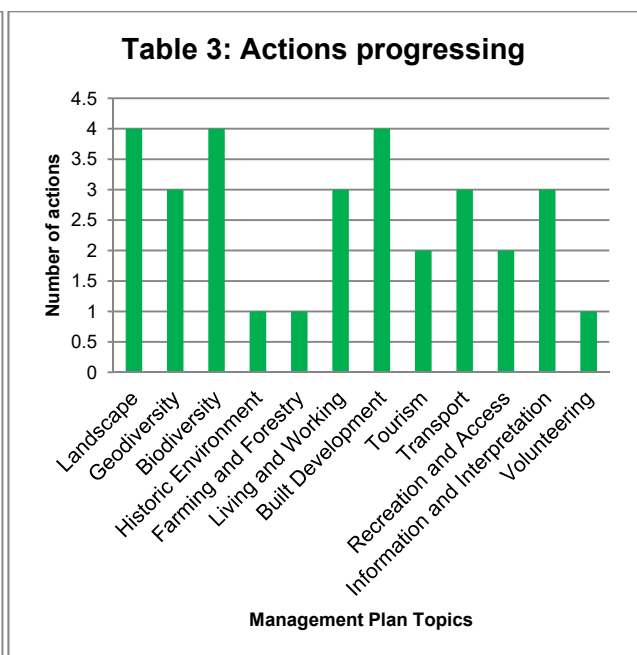
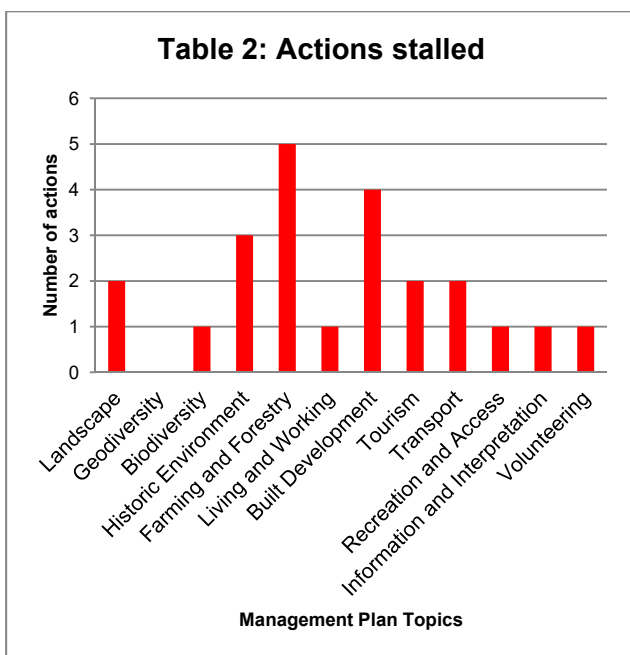
¹ Document 2 – Appendix 1 sets out the actions.

Clearly, the greatest intent was in Built Development, Landscape and Farming & Forestry; the least in Volunteering. However, each topic area received action within that time-period.

- 2.2. Analysis of internal progress reports completed in 2014/15 and 2015/16 (see chart 1) illustrate the completion or partial completion ('in-hand') of a high proportion of actions. However, they also show that progress was not made ('stalled') in 19% and 17% of cases respectively. Reasons given for this vary. Sometimes it is because reaching an agreement with a partner is taking longer than expected, or it might be that implementation is delayed by a third party. In addition, sometimes there are unexpected problems to solve. Complete figures for delivery of actions in 2016/17 were not available at the time of writing.

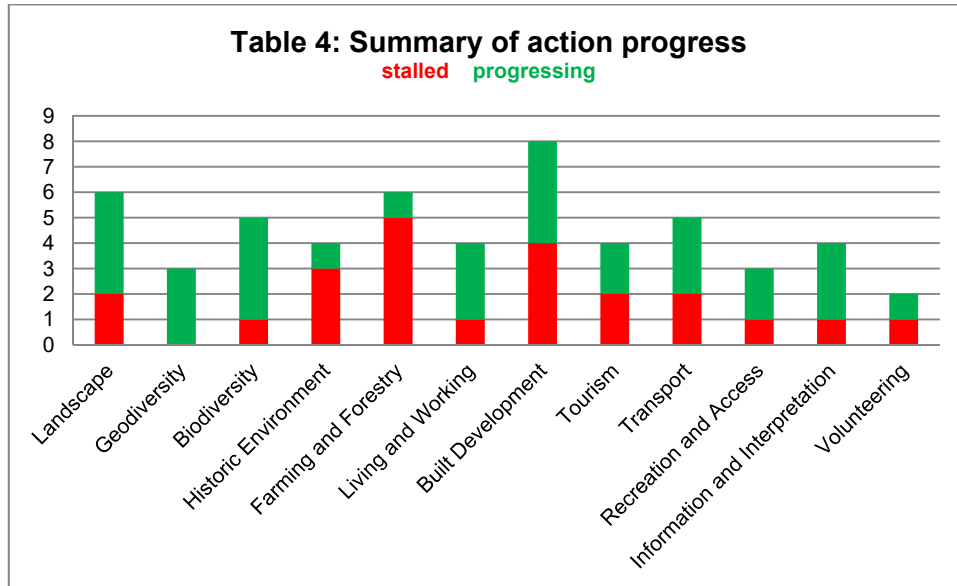


- 2.3. In Table 2, we show the spread of the actions across the topics that did not progress or are not progressing ('stalled'), based on all data for the period April 2014 – December 2016. The topics with the greatest number of stalled actions are Farming & Forestry, Built development and the Historic Environment. It is worth noting that only in Geodiversity are there no delays.

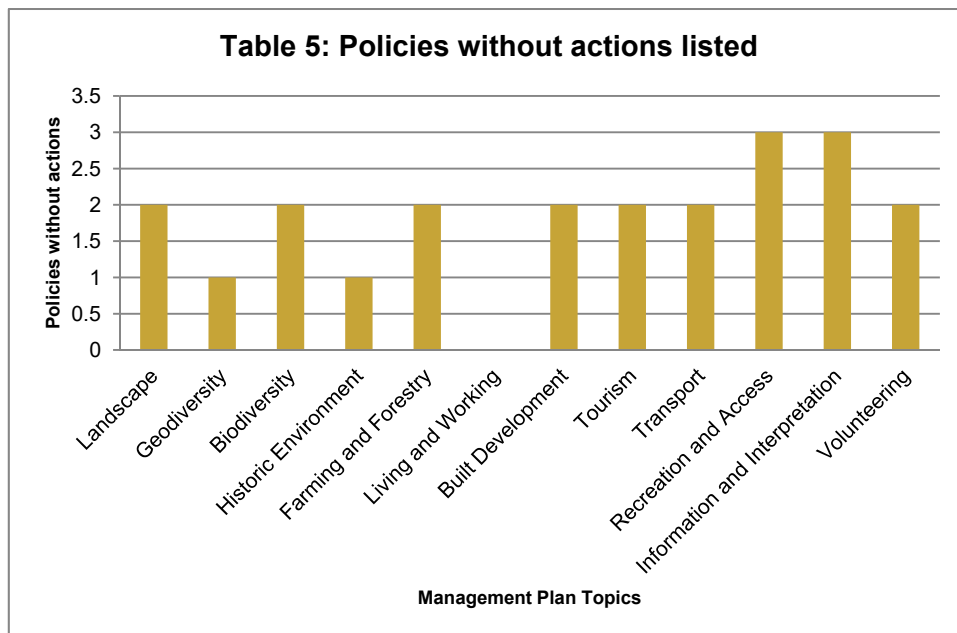


2.4. Table 3 shows where actions have been completed (2014-15 and 2015-16) or are progressing (2016-17). In this table, there is a much more even spread across the topics associated with natural beauty and social cohesion. This reflects the purposes of AONB designation.

2.5. Table 4 combines the data in Tables 2 and 3 to mirror Table 1.



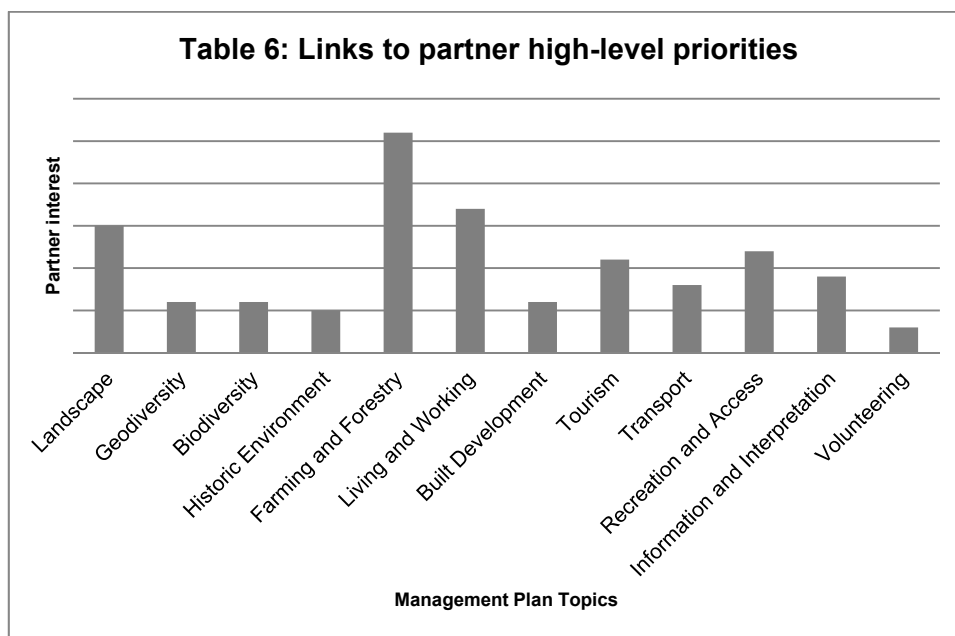
2.6. The tables above hide one aspect of the delivery of the management plan. Analysis shows that 29% of the AONB policies do not have any assigned actions. Table 5 shows the spread of policies that do not yet have any actions.



2.7. All the policies in Living & Working have had at least one action assigned in the first three years of the management plan. In every other topic area, there are some policies without actions. The greatest gap is in those topics dealing with enjoying and understanding the AONB.

3. Relationship between the management plan and partners’ corporate priorities

- 3.1. There has not been the time to scrutinise the actions of partners in any depth. Therefore, we have considered the priorities published by the partners (Document 2 – Appendix 2), for example, within corporate plans and business plans. We have also considered the strategic objectives set out in development plans. For this study, we looked for the obvious links between these priorities and the intentions of the AONB management plan policies. By this means, we hope to show how the management plan supports some of the priorities of the partners. We have not asked any partner whether they agree with our approach or analysis.
- 3.2. Our analysis was, by necessity, a simple yes/no test. We made a comparison of the narratives in the management plan with those in the partners’ documents. Many partners define the outcomes they want. We sought common language and similar intent. Table 6 shows the results of our policy mapping.



- 3.3. All topics have some links into the partner’s plans. Farming & Forestry stands out as having the strongest relevance to the partners, followed by Living & Working. The latter reflects the social support focus held by many of the partners. It is satisfying to see that Landscape also rates quite highly in partner interests, given the purposes of AONB designation. Our analysis also suggests that many partners are also likely to put a value on the topics that relate to visitor management, tourism, recreation and information. It is worth noting that the latter two have the fewest actions in the management plan.
- 3.4. The AONB Partnership has a choice when drawing conclusions from this chart and considering the final two years of implementation of the management plan. It can choose to invest in those topics given a priority by its partners, or it can choose to invest in those areas that appear to be of less interest to its partners. Consideration of these choices is in section five.

Policies with no actions found

3.5. Table 7 sets out those AONB Management Plan policies with no obvious links to the high-level priorities of partners. These policies have also had no actions accorded to them over the first three years of the management plan. In considering this table it should be stressed again that partner priorities are based on a quick assessment of documents such as corporate and business plans. That does not mean that policies in table 7 are necessarily unimportant to partners.

Management Policies with no AONB Actions and no links to the priorities of partners		
Biodiversity	BP6	Improve knowledge and understanding of the AONB's biodiversity, to enable evaluation of the effectiveness of policies and actions.
	BP7	Safeguard biodiversity from potential damaging impacts arising from development or other activities.
Built Development	BDP7	Farm-scale polytunnels for commercial use would not normally be an accepted form of development in the AONB. Where there is an essential need for such developments and no other suitable location is available outside the AONB, a whole farm approach should be taken to ensure an acceptable location, design, and scale.
	BDP10	Monitor the cumulative impact of small-scale development within the AONB and use data to inform the development or revision of relevant policy.
Tourism	TP4	Ensure that the tourism sector recognises the benefits of conserving and enhancing the special qualities of the AONB and reflects this in policy and practice.
	TP5	Develop more collaborative and joined-up working between public, private and voluntary sector tourism organisations across the AONB, enabling greater overall efficiency and use of resources.
Transport	TRP3	Encourage the reuse and refurbishment of appropriate highway furniture and fittings to strengthen the special character of the AONB.
Recreation and Access	RP1	Pursue appropriate opportunities to spread recreational use to those areas which can sustain it and which will benefit from it, ensuring the provision of suitable infrastructure.
	RP2	Increase the range of organised activities through which people can learn about the AONB.
Information and Interpretation	IP5	Raise awareness of 'being in the Malvern Hills' as a special place to encourage sustainable activity
	IP6	Enhance local distinctiveness through the maintenance and restoration of appropriate signs and through sign removal where appropriate
Volunteering	VP3	Develop and support networks of volunteers able to assist in specialist data collection.
	VP4	Encourage Parish Councils to achieve high standards in working closely with voluntary and community groups and meeting local needs and aspirations.

3.6. The AONB Partnership has a choice when drawing conclusions from this table. It can choose to attach future actions to these policies; it can seek out actions achieving the management plan by third parties; or it can decide that there is no need for actions. Consideration of these choices is in section five.

4. Further policy drivers for 2019

4.1. The brief for this study asks us to identify any new policy drivers, not present at the time of producing the management plan, which are particularly relevant to the work of the AONB Partnership. We have approached this task by scanning material produced by the Government and its agencies, and professional journals. By conducting a word-search of all the policies in the partners' documents referred to in section three of this report and comparing with the management plan policies, we completed a gap analysis study.

4.2. There is one big new issue not previously considered:

- **Brexit** – Understanding and managing the implications for land management and environmental regulation of the UK leaving the European Union.

When the AONB Partnership is drafting the next management plan, it is possible that the shape of Brexit will be emerging. There will be an effect on the management of the AONB and it will be necessary to invest time and skill to secure the resources that the Malvern Hills AONB will need.

4.3. Other topics that emerge are not wholly new but they will require a greater prominence in the new plan. The European Environment Agency² set out three key areas to address by 2050:

- **protecting the natural capital** that supports economic prosperity and human well-being;
- stimulating **resource-efficient**, low-carbon economic and social development;
- **safeguarding people** from environmental health risks.

These priorities chime with the needs set out by many local partners. The current management plan discusses these issues but does not develop them as strong themes.

1.10. The word-search exercise threw up an interesting list of additional items including:

- Climate change
- Disability, access and empowerment
- Education in the outdoors
- Empowering sustainable development
- Farm diversification
- Flooding and its mitigation
- Job creation
- Landscape resilience
- Links to Local Enterprise Partnerships
- Recycling and litter

1.11. The current management plan touches on these topics but they matter to the partners and their communities and the next plan could develop a greater emphasis on them.

² European Environment Agency The European Environment State and Outlook 2015

5. Focus for delivery up to 2019

5.1. There is a well-balanced suite of actions for the current AONB Management plan, though the Enjoyment and Understanding theme is under-represented. When developing and implementing the last two annual work programmes, the AONB Partnership can choose to change the balance if it so wishes. It can invest in those topics given a priority by its partners, or it can choose to invest in those areas of least interest to its partners.

- Linking to the priorities of partners will help build friendships by pooling resources.
- Investing in those areas of least interest to its partners can reduce duplication and deliver additional benefits. The Partnership can fill the gaps.

It is for the Partnership to decide.

5.2. However, having nearly 30% of policies with no actions attached begs a question. Are these policies serving a purpose?

5.3. Partners will themselves be achieving some of the policies and this study was not to carry out a detailed search. The AONB Partnership can choose to attach future actions to these policies; it can seek out third parties who are achieving the actions; or it can decide that there is no need for actions.

- In attaching new actions to the policies, it is worth noting the delays and problems in implementing many of the current actions. The Partnership must take account of the limitations of capacity and understand the extent to which that capacity is changing.
- Identifying those third parties who are implementing the management plan is important, not least to give credit where it is due. There is the risk of consultation over-load, so any work in this area should be low-key until the preparation of the new management plan is underway.
- A clear statement that a few named policies do not need specific actions can avoid unnecessary stress for those responsible for implementing the plan and for monitoring its delivery. If the Partnership takes this route, it is good practice to give a simple explanation to justify the decision.

5.4. Whilst there is time for quiet contemplation, the AONB Partnership may wish to consider reducing the number of policies that appear in the next plan. Policies fall into two categories, regulatory and enabling. The AONB is likely to need its regulatory policies and the action is to monitor their application. The enabling policies are aspirational. They should be stretching but realistic. Plans with a tight number of well-crafted policies, all of which have achievable actions, may be more appropriate in the current era.

Paul Tiplady
Principal



21th March 2017

MALVERN HILLS AONB JOINT ADVISORY COMMITTEE

7 April 2017

AONB BUDGET AND WORK PROGRAMME 2017/18

Background

1. A grant application to support the core work of the AONB Partnership in 2017/18 was considered by members of the Steering Group before being submitted to Defra in January 2017. At the time of writing Defra has not yet issued a grant offer letter but this is expected very shortly. NB flexibility needs to be employed when delivering the AONB budget to ensure that it best supports the AONB Partnership. Therefore, details of the budget/work programme may change through the year and money may be moved from one head to another to reflect this.
2. A summary of the core budget and expected key work tasks is provided in Tables 1 and 3 respectively. Anticipated budget figures from previous years are provided in brackets for comparison. The main points to note are as follows.

Budget

3. The total budget for 2017/18 is expected to be £183,875 (£181,436). This represents an increase of just over 1.2% from 2016/17. The increase is the result of a real terms protection in funding to AONB Partnerships from Central Government. This protection was signalled in the 2015 Spending Review and subsequently confirmed by the Parliamentary Under Secretary of State for Environment and Rural Affairs in February 2016. It has also been confirmed that the real terms protection will extend throughout this Spending Review period, until 2019/20.
4. Of the total, £157,884 can be identified as 'core' funding with £25,991 (£25,502) allocated to the Sustainable Development Fund (SDF). Central government is providing all of the funding for the SDF and a maximum of 75% of the total core budget, a combined total of £144,220 (141,781). Local authorities in the area are expected to provide £39,655 of match funding to core costs in the following proportions:

Herefordshire Council - £13,915¹
Worcestershire County Council - £13,268
Malvern Hills District Council - £11,000
Forest of Dean District Council - £872
Gloucestershire County Council - £600

Voluntary Contributions

5. At its meeting on 26/04/13, JAC members agreed that there was merit in inviting Parish and Town Councils to make voluntary contributions to the work of the AONB

¹ Herefordshire Council has also provided a sum of c. £2,000 in recent years to support project work.

Partnership. An initial request was made to a small number of Councils and, following some success, a small number of additional Councils were contacted. Table 2 summarises contributions received in 2014/15, 2015/16 and 2016/17. We are waiting to hear about contributions for 2017/18. Whilst some individual contributions may be small they can add up to very decent totals which are useful when added to the overall budget for delivering the Partnership's work programme. Financial contributions can be seen as a tangible expression of how local councils value the work of the AONB Partnership.

Staff

6. Salaries look set to rise by 1% for staff of Worcestershire County Council.

Work Priorities

7. As ever, the Unit's work programme for 2017/18 continues to be centred around the implementation of the AONB Management Plan.

Project Funding

8. Outwith Core and SDF it is expected that over £100,000 will be spent on the Three Counties Traditional Orchard Project during 2017/18.

Recommendation

1. **The Committee is recommended to:**
 - a) **Note the budget for 2017/18;**
 - b) **Comment on the overall direction and work priorities for the year ahead.**

Contact Points

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Specific Contact Points for this report

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Table 1 –Budget for Malvern Hills AONB Partnership in 2017/18

<i>Element</i>	Budget							
	2017/18	2016/17	2015/ 16	2014/15	2013/14	2012/13	2011/12	2010/11
Staff (costs inc. salary, NI, super, training, travel, NI etc)								
AONB Manager	£52,410	£52,405	£51,910	£50,400	£50,500	£49,780	£49,560	£48,510
AONB Assistant Manager	£39,600	£39,500	£39,300	£38,220	£38,320	£37,770	£37,600	£37,690
AONB Technical Support Officer	£15,770	£15,770	£15,570	£15,160	£14,960	£15,488	£15,486	£25,670
Strategy Officer/Planning Advice	£7,000	£8,000	£8,000	£8,000	£8,000	£8,000	£8,000	£9,928
Project Officer				£3,669				
Sub total	£114,780	£115,675	£114,780	£115,449	£111,780	£111,038	£110,646	£121,798
Accommodation/of fice equipment	£8,742	£8,742	£8,742	£8,242	£8,242	£8,242	£8,242	£10,000
Partnership budget for PR, events etc.								
NAAONB membership	£2,400	£2,400						
Annual review	£400	£400						
Small grants scheme for landscape and biodiversity improvements	£3,600	£3,600						
Landscape scale project development	£3,500	£3,500						
External advice	£3,000	£3,000						
Neighbourhood Planning	£3,000	£3,000						
Large projects	£6,980	£4,380						
Communications	£2,000	£2,000						
Sub total	£24,880	£22,280	£22,280	£22,111	£27,236	£27,300	£31,887	£29,941
Partnership running costs (Council support, IT, personnel,	£9,237	£9,237	£9,237	£9,237	£9,237	£9,237	£9,237	£9,237

finance etc.)								
Sustainable Development Fund	£25,991	£25,502	£24,000	£24,000	£34,807	£45,140	£50,089	£63,539
Total Budget	£183,875	£181,436	£179,039	£179,039	£191,302	£200,957	£210,101	£234,515

Table 2 – Voluntary contributions from Parish/Town Councils

Organisation	Contribution		
	2016/17	2015/16	2014/15
Colwall PC	£750		£1,000
Cradley PC	£100	£200	£100
Ledbury PC			£350
Malvern Wells PC	£1,600	£800	£800
Little Malvern & Welland PC	£250	£250	
West Malvern PC	£300	£300	£300
Wellington Heath PC		£500	
Total	£3,000	£2,050	£2,550

Table 3 – Unit Work Programme for 2017/18

Mgt Plan Policy	Task	Lead Officer
Landscape		
LP1 Manage the landscape of the AONB in accordance with key documents such as the AONB Landscape Strategy, LCA and HLCs.	Ensure that comments on planning responses incorporate wider landscape issues.	PE
LP2 Restore distinctive landscapes and landscape features that have been significantly degraded.	<p>Work with the Three Counties Agricultural Society to develop a Master plan for the showground.</p> <p>Work with the Three Counties Agricultural Society to enhance 3 landscape elements at the showground</p> <p>Ensure that proposals for biodiversity enhancements under BP3 are landscape 'proofed'.</p>	PE
LP2 Restore distinctive landscapes and landscape features that have been significantly degraded.	Liaise with WPD and landowners to ensure the completion of x undergrounding schemes.	DA
LP3 Identify and promote opportunities for positive landscape change to landowners, managers, government and all those with an influence over land.	<p>Promote AONB guidance to all interested parties.</p> <p>Work with MHC to research options for securing long-term management of the Commons by grazing</p>	<p>PE</p> <p>DA</p>
LP4 Promote greater awareness and appreciation of the landscape character of the AONB among residents and visitors, providing opportunities for them to be involved in identifying and conserving locally distinctive features, views and landscapes.	<p>Consider re-running the AONB photography competition.</p> <p>Develop proposals for establishing Dark Sky Discovery Sites in the AONB (with MHC).</p>	
LP5 Undertake surveys and research to better understand and monitor the condition, and rate of		

change, of landscape character.		
LP6 Ensure that climate change adaptation and mitigation proposals are consistent with the special qualities of the AONB and minimise any adverse effects on the area.	Ensure that climate change resilience talks and developments account for landscape character.	
LP7 Identify and support appropriate climate change mitigation works, such as new habitat creation, within and adjacent to the AONB.	Participate in Natural England/LNP led discussion and activities on climate change for the AONB.	
LP8 Increase understanding and awareness of possible landscape effects of, and responses to, climate change.	Publicise results of climate change activities (above)	
Geodiversity		
GP1 Conserve the geodiversity resource in line with Geodiversity Action Plans.		
GP2 Secure best practice in geodiversity management within and adjacent to designated sites.	Support and resource H&WEHT volunteers in managing x Local Geological Sites (LGS)	DA
GP3 Undertake survey, research and monitoring to secure complete information on the state of the AONB's geodiversity resource.		
GP4 Promote greater understanding of the geological value of the AONB, its links with the historic environment and the need for its protection and management.	Publicise Malvern Hills stone bank.	
Biodiversity		
BP1 Conserve, enhance and expand key habitats and populations of key species in line with local biodiversity priorities and the England Biodiversity Strategy 2020.	Manage and support a TCTOP Project Officer Deliver year 3 of the TCTOP.	PE KH/PE PE
BP2 Restore the condition of degraded habitats in line with local and national biodiversity priorities.	X traditional orchards managed within TCTOP area	
BP3 Enhance the wildlife value of the countryside and achieve greater buffering and connectivity between key habitats within the AONB and	Implement x improvements as part of the 'landscape scale' biodiversity project East of the Malvern Hills project	PE

between the AONB and the countryside beyond.	Undertake a pilot to manage road verges for plants and pollinators east of the Malvern Hills.	
BP4 In exercising development control decisions, secure developer contributions to enhance the natural environment.	Work with local communities (in particular Welland and Malvern Wells Parish Councils) in securing relevant developer contributions (as and when development proposals arise)	PE
BP5 Undertake survey and research to provide decision-makers with accurate and appropriate data.	Collect new data to inform landscape scale conservation in the north of the AONB. Initiate a citizen science biodiversity data collection project for the north of the AONB Identify, collect and send biological data collected as part of the planning process to the appropriate BRC.	PE
BP6 Improve knowledge and understanding of the AONB's biodiversity, to enable evaluation of the effectiveness of policies and actions.	As for BP5.	
BP7 Safeguard biodiversity from potential damaging impacts arising from development or other activities.		
Historic Environment		
HP1 Conserve and enhance the historic and cultural environment of the AONB in accordance with key documents such as Historic Landscape Characterisations, Conservation Area Appraisals and English Heritage advice and guidance.	Work with EH, MHDC and others to secure a progressive solution to redevelopment at Hawthorn's Farmyard. This to form a good practice case study on farmstead redevelopment in accordance with county and national guidance.	PE
HP2 Identify and improve the evidence base of locally important heritage assets of the AONB in order to understand better the significance and condition of the historic environment, which will	Support communities in the AONB to submit proposals for listing of locally important heritage assets (in Worcestershire part of AONB)	DA

underpin future policy.		
HP3 Prepare and review appropriate management documents for key heritage assets to improve future conservation and enhancement of the historic environment.		
HP4 Promote greater public understanding of, and engagement with, the historic environment of the AONB.		
HP5 Encourage the sustainable use of historic buildings, particularly those identified as being at risk.	Liaise with owners and LA buildings conservation officers to help restore the condition of two listed buildings	DA
Farming and Forestry		
FP1 Encourage the take-up of grant options and management practices that benefit the distinctive natural and historic environment of the AONB.	Work with NE and others to ensure that new CS grants benefit x owners in the AONB.	
FP2 Bring woodlands, orchards and other characteristic habitats into favourable conservation condition through management regimes that provide an economic return; for example, through the production of timber, wood fuel and other sustainable uses.	Liaise with owners of PAWS woodlands and work with the WT PAWS Officer to develop restoration plans for 2 AONB woodlands. X orchards managed through the TCTOP.	DA KH
FP3 Ensure that all new woodland planting in the AONB is largely of native species; no more than 20% being non-native species.		
FP4 Promote targeted native woodland creation in appropriate locations.	Work with Malvern Community Forest and other partners to identify and promote woodland creation opportunities East of the Malvern Hills	PE/DA
FP5 Support appropriate measures to monitor and control pests, diseases and invasive non-native plant and animal species that damage biodiversity resources.	Re-survey 'baseline' ash trees in AONB for signs of Ash dieback.	
FP6 Promote local and seasonal produce and support the development of local services and		

markets.		
<p>FP7 Identify and promote good agricultural practices that encourage:</p> <ul style="list-style-type: none"> • sustainable utilisation of soil, minimising erosion • effective water catchment management • avoidance of direct pollution and measures to reduce diffuse pollution • farm waste minimisation and recycling 	Work with Severn Rivers Trust (as part of its Springs of Rivers Project) to deliver 2 schemes to improve water quality in the Teme Catchment	PE
FP8 Maintain and develop the skills required to manage the landscape and its special qualities.	Provide training in traditional orchard management skills for x volunteers as part of TCTOP	
Living and Working		
LWP1 Support the production of community-led plans, strategies and statements (such as Neighbourhood Development Plans) that satisfy the requirements of Section 85 of the CRoW Act 2000, and encourage and maintain the vitality and diversity of rural community life.	<p>Work with at least two Parish Councils to develop Neighbourhood Development Plans in the AONB.</p> <p>Work with Colwall PC to complete its NDP.</p>	PE & DA PE
LWP2 Support community initiatives that promote the management of key habitats, appropriate renewable energy schemes, energy efficiency, recycling and community transport.	Work with Welland Parish Council and members of the local community to identify habitat enhancements (see BP4 above) with a focus on management of the 'village green'.	PE
LWP3 Seek new, inventive and sensitive solutions to the retention of local shops and provision of viable local services, for example, through the integration of local service delivery and through the delivery of universal high-speed broadband.		
LWP4 Support the provision of a variety of housing that is appropriate to the character of the area and meets local community needs.	Ensure that, if necessary, the AONB helps to play its part in meeting local housing need.	PE
Built Development		
BDP1 Development in the AONB	Promote AONB Guidance on	PE

and its setting should be in accordance with approved local design and capacity studies, including the AONB Guidance on Building Design.	Building Design and Environmental Colour Assessment, including organising bespoke training for planning authorities. Produce a guide/leaflet for new home owners in the AONB (working with local Estate Agents).	
BDP2 Development proposals should be informed by the need to protect or enhance key views to and from the AONB, using AONB guidance in relevant cases.	Promote the AONB views guidance and ensure that key views are recognised in relevant planning responses.	
BDP 3 Lighting schemes, particularly in the rural areas of the AONB, should be kept to a minimum and only installed where absolutely necessary. All lighting should accord with good practice in minimising light pollution.	Promote good practice guidance on lighting, in general and in relation to specific development proposals.	PE PE
BPD 4 There should be a presumption against the loss of traditional orchards to development, or changes to other uses.		
BDP5 Equestrian development should proceed in accordance with best practice guidelines, including the AONB guidance on keeping horses in the landscape.	Promote good practice guidance on keeping horses, in general and in relation to specific development proposals Identify and promote a good practice pilot site	PE DA
BDP6 Appropriate scale renewable energy schemes should be encouraged where these support the management of core elements of the AONB landscape and/or where they do not negatively affect the distinctive attributes or special qualities of the AONB.		
BDP8 Support the recycling, re-use and limited extraction of small quantities of locally distinctive building materials, such as Malvern stone, where this is needed to help retain local distinctiveness in the	Continue to promote and support the Malvern Hills stone bank. Explore the use of quarry 'waste' in development.	DA

built environment.		
BDP9 Maintain and promote a programme of guidance on key planning and design issues appropriate to the AONB, aimed at planning authorities, developers and other interested parties, that takes account of the special distinctiveness of the area.	Promote AONB guidance in general and in relation to specific development proposals.	
BDP10 Monitor the cumulative impact of small-scale development within the AONB and use data to inform the development or revision of relevant policy.		
Tourism		
TP1 Stimulate and support sustainable tourism practices in the AONB	Liaise with local tourism bodies on how best the AONB can support sustainable tourism in the area.	DA
TP2 Promote the AONB and adjoining areas as a sustainable destination in its own right.	Distribute the revised AONB visitor map and guide (as required).	
TP3 Provide a quality public realm with good access and accessibility to facilities and features that attract tourists.	Work with MHDC in the delivery of the Route to the Hills project.	DA
TP4 Ensure that the tourism sector recognises the benefits of conserving and enhancing the special qualities of the AONB and reflects this in policy and practice.		
TP5 Develop more collaborative and joined-up working between public, private and voluntary sector tourism organisations across the AONB, enabling greater overall efficiency and use of resources.	As for TP1 above.	
TP6 Work in partnership to develop the Malverns as an area for showcasing new tourism technologies.	<i>Develop the interactive pilot map for the AONB?</i>	DA
Transport and accessibility		
TRP1 Highway management and design should be in accordance with the AONB Guidance on Highway	Ensure that highways works in the AONB are in accordance with the design guidance.	PE

Design.		
TRP2 Restore and maintain tranquillity in the AONB through protection and traffic mitigation and reduction measures.	Comment on individual planning applications that may see a significant or cumulative impact in traffic.	PE
TRP3 Encourage the reuse and refurbishment of appropriate highway furniture and fittings to strengthen the special character of the AONB.	Liaise with Highways Authorities as appropriate.	PE
TRP4 Promote the coordinated planning of integrated passenger transport to, from and within the AONB.		
TRP5 Introduce and maintain measures to reduce car movements in the AONB, particularly during major events and at peak times.	Comment on individual planning and development applications that may see a significant or cumulative impact in traffic.	PE
TRP6 Develop dedicated routes for walkers, cyclists and horse riders within the AONB and between the AONB and surrounding areas.		
TRP7 Develop and promote sustainable transport options to meet local accessibility requirements.		
Recreation and access		
RP1 Pursue appropriate opportunities to spread recreational use to those areas which can sustain it and which will benefit from it, ensuring the provision of suitable infrastructure.		
RP2 Increase the range of organised activities through which people can learn about the AONB.		
RP3 Ensure a consistent approach to the development and delivery of access through Rights of Way management and Improvement Plans		
RP4 Ensure that the rights of way network and associated infrastructure (signs, gates, etc) do	Establish an up-to-date position on use of signage across the 3 council areas in the AONB	

not detract unnecessarily from the special qualities of the landscape.		
RP5 Promote a simple and clear message to recreational users about access rights and responsibilities		DA
RP6 Establish a strategy and programme of action to realise the health benefits of the Malvern Hills AONB with the National Health Foundation Trusts and local surgeries.	Support two initiatives which improve health for those using the AONB	PE
Information and interpretation		
IP1 Develop a co-ordinated approach to information, interpretation and marketing activity to promote the special qualities of the Malvern Hills area and appropriate behaviour within it.	Assess work involved in refreshing AONB on-line information, including guidance.	
IP2 Form partnerships with the technology and science sectors to develop innovative ways of accessing and using information.	Continue to form part of the Malvern based Tourism and Technology Group	DA
IP3 Promote and provide clear and simple information on alternative transport modes to the private car for accessing the countryside	Place or	
IP4 Promote products and services that support the special qualities of the Malvern Hills		
IP5 Raise awareness of 'being in the Malvern Hills' as a special place to encourage sustainable activity		
IP6 Enhance local distinctiveness through the maintenance and restoration of appropriate signs and through sign removal where appropriate		
IP7 Develop a Malverns area education resource in conjunction with local schools and/or other interested parties.		
Volunteering		
VP1 Support effective voluntary activity, in all its shapes and forms,	Scope the pros and cons then recruit (and if necessary train) one volunteer who can progress	

that helps deliver the AONB Management Plan.	specific activity(ies).	
VP2 Explore the potential to develop and support a coordinated volunteer network for the whole of the AONB.	?	
VP3 Develop and support networks of volunteers able to assist in specialist data collection.	See BP5.	
VP4 Encourage Parish Councils to achieve high standards in working closely with voluntary and community groups and meeting local needs and aspirations.		

MALVERN HILLS AONB JOINT ADVISORY COMMITTEE

7 April 2017

REVIEW OF AONB PARTNERSHIP TERMS OF REFERENCE AND JAC CONSTITUTION

Background

1. The Terms of Reference relating to the management and governance structures for the Malvern Hills AONB were reviewed by the JAC on Friday 21 May 2010. These Terms relate to the JAC, the Steering Group and the Staff Unit. The JAC subsequently agreed certain changes to the work and composition of the Committee at its meetings in February 2011 and April 2012.
2. The Terms of Reference were designed to be read in conjunction with the Constitution for the AONB (Agreement as to the establishment and functions of the Malvern Hills AONB JAC) and the Memorandum of Understanding for the Malvern Hills AONB Partnership.
3. A formal review of the Terms of Reference was scheduled for 31 March 2015 and is, therefore, now overdue. At present a record of when the Agreement as to the establishment and functions of the Malvern Hills AONB JAC (the Constitution) was last reviewed cannot be found.. A review now is considered desirable. The Memorandum of Understanding is up-to-date (covering the period 1 April 2015 – 31 March 2019.)

Summary

4. Generally speaking, it is not felt that the Terms of Reference or Constitution require radical change. However, the review does provide an opportunity to update the governance documents and to ensure that they reflect current practice and circumstances.
5. The Terms of Reference for the AONB Partnership are lengthy (they can be viewed in full at:
http://www.malvernhillsaonb.org.uk/wp-content/uploads/2015/02/2010-2015TermsofReference_000.pdf).
6. The Constitution is also somewhat lengthy and can be viewed in full at
http://www.malvernhillsaonb.org.uk/wp-content/uploads/2015/02/ConstitutionJune2010_000.pdf
7. Table 1 (Appendix 1) presents a summary of some of the proposed changes deemed to be desirable in the Terms of Reference (section B deals with the JAC).
8. Table 2 (Appendix 2) presents a summary of some of the proposed changes deemed to be desirable in the Constitution.

9. Since all of the formal parts of the AONB Partnership are linked it is felt that the review of the Terms of Reference for the whole Partnership should be linked. At its next meeting the Steering Group will, therefore, be asked to review the Terms of Reference relating to the Steering Group and the Staff Unit.

Recommendation

10. The Committee is recommended to:

- a) Consider the proposed changes to the Terms of Reference.**
- b) Consider the proposed changes to the Constitution.**
- c) Sanction the AONB Unit to make changes identified and any additional changes that might need to be made.**

Contact Points

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Supporting Information

- **Summary of key changes proposed to the AONB Partnership Terms of Reference in 2017**
- **Summary of key changes proposed to the JAC Constitution in 2017**

Table 1 Summary of key changes proposed to the AONB Partnership Terms of Reference in 2017

Section/paragraph reference	Current wording	Proposed new wording/recommendation	Justification/Questions
A. General			
B. 1.2	'...and the Agreement for the Malvern Hills Partnership (between Natural England,..'	Delete Natural England	Natural England is no longer a funding partner.
B. JAC			
B. Para 3.3	'The JAC's principal focus will be on the Malvern Hills Area of Outstanding Beauty as designated. However, recognising that such designated landscapes cannot be managed in isolation, the JAC will also seek to ensure that management of the AONB reflects, and is reflected in, the management of the surrounding area.'	'...the JAC will also seek to ensure that management of the surrounding area is carefully considered. This is especially important with regards to the setting of the AONB where negative impacts may affect the integrity of the designation and peoples' enjoyment of it'.	To reflect a greater recognition of the importance of the setting of the AONB.
B. Para 4.6	' The JAC, with support from a host body (currently Worcestershire County Council), will operate a JAC office ... '	'The JAC, with support from a host body (currently Worcestershire County Council), will operate a Partnership office...'	
B. Para 4.17	'The JAC will ensure that an annual report of the AONB Partnership's activities is produced and distributed to all interested parties.'	'The JAC will ensure that an annual review...'	
B. Para 5.1	' There will be up to 20 voting members of the JAC comprising: (a) seven elected members appointed by the constituent local authorities; (b) two elected members appointed by the constituent Parish Councils; (c) one elected member appointed by Malvern Hills	'There will be up to 20 voting... (d) 10 representatives drawn from a combination of statutory agencies and other organisations or interests groups'	To reflect the fact that we don't have five representatives of statutory agencies on the JAC and the fact that some agency staff are being asked to work in a more integrated way.

	Conservators (d) five representatives of statutory agencies; (e) five representatives of other organisations or interests groups		
B. Para 5.3	'The JAC should normally meet three times per year in or close to the months of February, June and October'.	'The JAC should normally meet two times per year on or close to the months of April and November.....It is also expected that the JAC will gather once a year to visit the AONB and to consider projects and initiatives germane to its work.'	To reflect current practice and as previously agreed by the JAC (see minutes of the meeting in February 2011).
B. Para 5.6	'All members of the JAC should be asked to sign a 'Membership Accord' which sets out the role of individual members and the way in which they will be expected to contribute to the work of the JAC. A copy of the 'Membership Accord' is attached at Appendix 3. '	?	The Accord isn't being enforced. E.g. it states that if a member does not attend regularly they should step down and the role be handed onto another. What should we do about this?
B. Para 5.9	'JAC members should be required to attend a minimum number of meetings within a set period. If they fail to attend for three consecutive meetings, the organisation that they represent should be asked to nominate an alternative person to sit on the JAC. '		See above. Should we be enforcing this?
B. Para 6.1	'The local authority funding partners' contribution will equal at least 25% of eligible costs for core functions listed in sub clause 8.1 of the Agreement between Natural England and its local authority partners. Core costs that are eligible for Natural England support include...'	The local authority funding partners' contribution will equal at least 25% of eligible costs for core functions. Core costs that are eligible for support include	Natural England is not a financial part of the AONB partnership anymore. Defra has direct control on behalf of central government.
B. Para 6.2	'The annual contributions to AONB core	The annual contributions to	Natural England is not a

	costs by the five local authorities and Natural England will be as set out in Table 1, although this may be varied by agreement between these funding partners. '	AONB core costs by the five local authorities and Defra will be as set out in Table 1, although this may be varied by agreement between these funding partners.	financial part of the AONB partnership anymore. Defra has direct control on behalf of central government.
B. Para 6.3	A bid for grant aid towards core costs shall be submitted to the constituent local authorities and Natural England on behalf of the JAC by 31 December in respect of the following financial year. '	A bid for grant aid towards core costs shall be agreed by the Steering Group and submitted to Defra on behalf of the JAC by 31 January in respect of the following financial year.	To reflect practice.
B. Para 6.6	'The Management Plan will include an Action Plan detailing the work to be taken forward by different partners to help deliver the Plan. The five local authority funding partners will make available, as resources and budgets permit, funding that will facilitate the implementation of these projects. The relative size of the funding contributions sought from the individual local authorities will broadly reflect: <ul style="list-style-type: none"> • the size of their contribution to AONB core funding; • the benefits that will accrue to the different local authority sections of the AONB 	?	Happy to leave this in on the off-chance that funding becomes available, but for obvious reasons this is now rare. Think this section could have been deleted last time around!!
C. Steering Group			
C. Para 7.2	'The Steering Group will have responsibility for administrative and budgetary matters relating to the management of the AONB and the Staff Unit (including the core budget and project budget), in accordance with a scheme of delegated authority	The Steering Group will have responsibility for administrative and budgetary matters relating to the management of the AONB and the Staff Unit, in accordance with a scheme of delegated authority	Project budgets no longer exist.

	from the JAC.'	from the JAC.	
C. Para 7.3	'The Steering Group will act as the linking structure between the JAC and the Staff Unit, particularly in providing the key mechanism for the Working Groups to input specialist advice and expertise to the management of the AONB.'	'The Steering Group will act as the linking structure between the JAC and the Staff Unit, for example, in providing a mechanism for any Working or Technical Groups to input specialist advice and expertise to the management of the AONB.'	Regular Working Groups don't exist.
C. Para 8.1	'The Steering Group will have a membership of six comprising: (a) one officer representative of each of the following local authorities; Worcestershire County Council Herefordshire Council Malvern Hills District Council Forest of Dean District Council or Gloucestershire County Council (with the one individual representing both Authorities) (b) one representative of Natural England; (c) one officer representative of the Malvern Hills Conservators;'	'The Steering Group will have a membership of five comprising: (a) one officer representative of each of the following local authorities; - Worcestershire County Council - Herefordshire Council Malvern Hills District Council Forest of Dean District Council or Gloucestershire County Council (with the one individual representing both Authorities) (b) one officer representative of the Malvern Hills Conservators;'	To reflect the fact that central government or its agencies are no longer involved in the Steering Group.'
D. Staff Unit			
D. 9.3	' Other functions of the Malvern Hills AONB Staff Unit will be in accordance with those set out in Annex 1 of the Countryside Agency's paper 'Area of Outstanding Natural Beauty Funding Policy' (2001) and subsequent advice issued by Natural England (see Appendix 1).'	'Other functions of the Malvern Hills AONB Staff Unit will be in accordance with those set out in Annex 1 of the Countryside Agency's paper 'Area of Outstanding Natural Beauty Funding Policy' (2001) and subsequent advice issued by Natural England (see Appendix 1) and Defra.'	To allow for updates provided by Defra.

Appendix 1			
		Delete reference to reporting to Natural England.	No longer required to report to Natural England.
Appendix 2 – Planning Protocol			
Para 1.	'This scheme is intended to define, in agreement with the local planning authorities, the scope of the involvement of the Malvern Hills AONB Joint Advisory Committee (JAC) in planning matters.'	'This scheme is intended to define, in agreement with the local planning authorities, the scope of the involvement of the Malvern Hills AONB Partnership in planning matters.'	The JAC is not directly involved in planning matters on a regular basis.
Para 2.	'It sets out arrangements whereby the JAC will be consulted upon planning policy documents affecting all or part of the designated AONB, together with planning applications that have strategic, significant or AONB wide implications.'	'It sets out arrangements whereby the Partnership will be consulted upon planning policy documents affecting all or part of the designated AONB, together with planning applications that have strategic, significant or AONB wide implications.'	The JAC is not directly involved in planning matters on a regular basis.
Para 3.	'The relevant local planning authority will consult the JAC on all planning policy documents, or proposed amendments/modifications to them, affecting all or part of the Malvern Hills AONB.'	The relevant local planning authority will consult the Partnership on all planning policy documents, or proposed amendments/modifications to them, affecting all or part of the Malvern Hills AONB and its setting.'	To ensure reference to setting.
Para 4.	'Consultations on planning policy documents will be dealt with by the AONB Partnership Manager in consultation with the Chair of the Steering Group and one member of the JAC, who will agree a response. The response will be sent on behalf of the AONB Unit.'	'Consultations on planning policy documents will be dealt with by the AONB Partnership Manager, who will provide a response. The response will be sent on behalf of the AONB Unit.'	To reflect practice.

Para 6	(f) Development proposals: which by virtue of their particular characteristics are likely to have an effect on the landscape character of the AONB and/or set a precedent.	(f) Development proposals: which by virtue of their particular characteristics are likely to have an effect on the special character of the AONB and/or fail to accord with relevant guidance produced by the AONB partnership.	To reflect the significance of AONB guidance.
Para. 7.	'Local planning authorities will notify the AONB Unit of all planning applications in the AONB. Full details of planning applications meeting the criteria specified in (6) above will be sent to the AONB Partnership Manager by the local planning authorities. Such applications will normally be considered by the AONB Partnership Manager and two JAC members appointed by the JAC, who will agree recommendations to the relevant local planning authority'	'Local planning authorities will notify the AONB Unit of all planning applications in the AONB. The AONB Unit and its planning adviser(s) will consider planning applications meeting the criteria specified in (6) above.'	To reflect practice.
Para. 10.	'The relevant local planning authority will subsequently inform the AONB Partnership Manager of the decision of the authority..'	'The relevant local planning authority will make known the decision of the authority.'	It is not necessary for the LPA to contact us directly.
Para. 11.	'Local planning authorities will also notify the AONB of all decisions of the authority in respect of planning applications within the AONB meeting the criteria specified in (6) above.'	Local planning authorities will also make known the decisions of the authority in respect of planning applications within the AONB meeting the criteria specified in (6) above.	It is not necessary for the LPA to contact us directly.
New para 12	Where relevant, Local Planning Authorities will refer applicants to AONB Partnership guidance and to the policies contained within the AONB Management Plan. LPAs will also make use of this information in determining		To ensure that the Partnership as a whole recognises the importance of the AONB in planning work and makes use of the guidance available.

	planning applications, even in the absence of comments made by the AONB Partnership.		
Appendix 3 Membership Accord			
	See point made above re Accord.		

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Table 2 Summary of key changes proposed to the JAC Constitution in 2017

Section/paragraph reference	Current wording	Proposed new wording/recommendation	Justification/Questions
Agreement			
Para 6 (c)	'English Heritage'	'Historic England'	
Para 7 (and 8)	'Each elected member shall serve on the Committee for a term of two years but such member shall be eligible for reappointment to the Committee for a further term or further terms of two years should the appointing organisation(s) so resolve'		At present there is no formal mechanism for reappointment. Should there be?
Para 12	'Until such time as the Committee may decide to make other arrangements the Director of Corporate Services of Worcestershire County Council shall act as the Secretary of the Committee.'		Is this still the right wording?
The Schedule			
3 (a) and (b)	The Committee shall, at its annual meeting, elect from one of the elected members a Chairman, who shall unless he/she resigns or ceases to be a member of the Committee, continue in office until his/her successor becomes entitled to act as Chairman; and (b) The Committee may, at its annual meeting, appoint one of its number to be Vice Chairman, who shall, unless he/she resigns or ceases to be a member of the Committee, continue in office	The Committee shall, at its annual meeting, elect from one of the elected or non-elected members a Chairman, who shall unless he/she resigns or ceases to be a member of the Committee, continue in office until his/her successor becomes entitled to act as Chairman; and (b) The Committee may, at its annual meeting, appoint one of its number to be Vice Chairman, who shall,	To reflect the agreement of the JAC at its meeting in April 2012, as subsequently confirmed by local Councils.

	until immediately after the election of the Chairman at the next annual meeting.	unless he/she resigns or ceases to be a member of the Committee, continue in office until immediately after the election of the Chairman at the next annual meeting.	
Para 9	'Copies of the minutes of the proceedings at each meeting of the Committee shall be sent to the Secretaries of the Authorities, as soon as practicable, after the date of the meeting.'		Does this still happen?
Appendix 2 – Planning Protocol			
	Changes to be made as per the changes agreed in the Terms of Reference.		

MALVERN HILLS AONB JOINT ADVISORY COMMITTEE
7 April 2017
SUSTAINABLE DEVELOPMENT FUND 2016/17 – UPDATE REPORT
Background

1. The table below shows the Sustainable Development Fund's grants for the financial year 2016/17. The budget was £25,000 and grants amounted to £23,190. The remainder, £1,810, is an administration charge at 7¼ % of the total budget. The grants contributed 30% to the amalgamated total costs of all the projects.

Applicant	Project	Grant	Applicant's Contribution
Butterfly Conservation	Grayling Butterfly Conservation	£2,500.00	£5,325.00
H&W Earth Heritage Trust	Geosite maintenance	£1,495.00	£1,500.50
Site Designs	Gas Light from Dog Poo Project	£1,500.00	£2,681.47
Three Counties Orchard Project	Orchard Insect Suits	£870.00	£1,050.00
Eastnor Estate	Tree Bog Loo at Clencher's mill	£2,000.00	£2,590.00
Malvern Hills Conservators	Nature of Malvern Book	£3,462.50	£18,205.00
Guy Tustin	Coppicing Equipment	£1,000.00	£1,295.00
Friends of Coombegreen	Coombegreen learn and graze.	£782.63	£600.00
Worcs Wildlife Trust	Blackhouse Wood volunteer equipment	£1,594.00	£1,200.00
Colwall Village Society	Colwall Folk Booklet	£500.00	£12,504.00
Severn Rivers Trust	Crayfish Control	£1,775.00	£1,482.00
National Childbirth Trust	Baby slings on the Hills	£571.85	£1,800.00
Bromesberrow Estate	Chestnut Coppice	£4,140	£2,300.00
Colwall Car Club	Electric bikes	£500	£736.00
Hfd. Victoria County History Trust	Geophysics Survey on British Camp	£500	£1,300.00
	Total Costs	£23,190.98	£52,532.97

Recommendation

2. The Committee is recommended to:

- a) Note and comment on the report, and
- b) Contact David Armitage with any projects that might be suitable for this fund.

Contact Points

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MALVERN HILLS AONB JOINT ADVISORY COMMITTEE
7 April 2017**INFORMATION ITEMS**

**Management Plan ref.
(abridged)**

**LP2 Restore distinctive
landscapes and
landscape features that
have been significantly
degraded.**

ProjectOrchard planting

The second batch of fruit trees needed to restock the traditional orchard at the Three Counties Showground was planted out in late November 2016. This work is now complete.

Innovation Fund – Orchard Planting

Natural England, through its Innovation Fund, has provided grants to plant one new orchard on an old orchard site, and to help restock four other orchards with traditional orchard trees. The project expenditure of c.£3,000, together with some core funds, has seen 65 trees planted and guarded.

Route to the Hills

The AONB Unit sits on the board and has also been actively involved in the project management group of this £482,000 project run by Malvern Hills District Council. It aims to provide a route from Gt Malvern Station to Rose Bank Gardens in Malvern and thus onto the hills. Along the route there will be various installations to tell of the glories of Malvern. After a long run-up, some of the information boards have been installed along the route. Meanwhile, the community programme is gathering pace, with a community play to be held in the summer of 2017. It should be emphasised that the project is so much more than a few sign posts on the route. For more details, see <http://www.routetothehills.co.uk/>

Landscape Grants

The expenditure of c. £3,450 this year has contributed to the laying of 150m of hedgerow, planting 22 standard fruit trees in orchards on 2 sites, assistance with a woodland plan for 50 acres of unmanaged woodland and supplying water to assist with grazing on a special wildlife site.

Landscape condition monitoring

A report documenting 10 years of landscape change has now been completed.

**LP5 Undertake surveys
and research to better**

Making Space for Nature

The Working Group established to progress this work has

understand and monitor the condition, and rate of change, of landscape character

BP3 – Enhance the wildlife value of the countryside and achieve greater connectivity between key habitats within the AONB and between the AONB and the countryside beyond

FP1 – Encourage the take-up of grant options and management practices that benefit the distinctive natural and historic environment of the AONB.

CO2 – Develop an enhanced sense of ownership...among local communities...through opportunities for involvement in

met. Creation of a draft vision/management plan for the northern project area has been completed. A bid for funding to the HLF Our Heritage programme has been completed and submitted.

Three Counties Traditional Orchard Project
Progress since November 2016 includes:

200 PTES¹ grant-funded traditional orchard trees have been planted out by volunteers at TCTOP project orchards and another 300 rare local variety trees have been grafted, grown on and planted across the Three Counties. 40 orchards are now being restored.

17 orchard champions have completed their training and carried out over 500 hours of voluntary work, restoring and promoting traditional orchards. 15 new orchard champions have completed their introductory weekend.

A bid to extend the project by four months is being considered by Worcestershire County Council.

More information on the project is available at:
www.tctop.org.uk

Highways Verges Management Pilot Project

The AONB Unit has been liaising closely with staff in Worcestershire Highways to ensure that this pilot project commences in 2017. Discussions have taken place with representatives from 4 Parish Councils in the Worcestershire part of the AONB and in-principle support has been expressed by them all.

Landowner Event

An event where landowners local to the northern part of the AONB can meet with advisers from a range of different bodies has been arranged for 29th March 2017. Thanks are due to partner bodies who have helped to publicise and promote this event.

Neighbourhood Development Plans

Progress has been made with the development of a number of NDPs in the area. Notably, financial and human resource support has been provided to Malvern Wells Parish Council who have now commenced work on a Landscape Assessment which will underpin their NDP.

¹ PTES = Peoples Trust for Endangered Species

consultation activities

BDO1 The distinctive character and natural beauty of the AONB will be fully reflected in planning policy and guidance.

BDP8 Support the recycling, re-use and limited extraction of small quantities of locally distinctive building materials, such as Malvern stone, where this is needed to help retain local distinctiveness in the built environment.

TRP1 Highway management and design should be in accordance with the AONB Guidance on Highway Design etc.

Development Management

The Unit has commented on a number of planning applications, including working with MHDC and Severn Trent to ensure that the new reservoir being developed off the Cowleigh Road in north Malvern will have a low impact when seen from End Hill.

Stonebank

One of Malvern's signature building stones is the rock of the hills. Aware that much of this was going to landfill when buildings or walls were knocked down, and that stone-wallers often couldn't find stone to repair the structures; the AONB unit has rented a space on which to store stone until it's needed. The site is now operational and has, at the last count, had over 70 tonnes of stone through it. Anyone with unwanted Malvern stone should contact David Armitage.

Worcestershire Minerals Plan

The AONB Unit responded to the latest stage of consultation on this document.

Worcestershire Local Transport Plan (4)

The AONB Unit responded to the latest stage of consultation on this document.

Recommendation

Members of the JAC are requested to note this information report and contact the AONB Unit if they wish to be involved in any consultations or to receive further information on any of these agenda items.

Contact Points

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