



Complete Agenda



**CYNGOR SIR
YNYS MÔN**
ISLE OF ANGLESEY
COUNTY COUNCIL

Democratic Service
Swyddfa'r Cyngor
CAERNARFON
Gwynedd
LL55 1SH

Meeting

JOINT PLANNING POLICY COMMITTEE

Date and Time

10.30 am, FRIDAY, 17TH JUNE, 2022

Location

Virtual Meeting

Contact Point

Rebeca Jones

01286 679890

polisicynllunio@gwynedd.llyw.cymru

(DISTRIBUTED Thursday, 9 June 2022)

JOINT PLANNING POLICY COMMITTEE

MEMBERSHIP (14)

GWYNEDD

Councillors

June Jones
Paul John Rowlinson
Anne Lloyd-Jones
Dafydd Davies
Dafydd Meurig
Rhys Tudur
Gruffydd Williams

ISLE OF ANGLESEY

Councillors

John Ifan Jones
Dafydd Roberts
Robert Llewelyn Jones
Neville Evans
Ken Taylor
Jeff Evans
Robin Wyn Williams

A G E N D A

1. ELECT CHAIR

To elect Chair for 2022-2023

2. ELECT VICE CHAIR

To elect Vice Chair for 2022-2023

3. APOLOGIES

To receive any apologies for absence

4. DECLARATION OF PERSONAL INTEREST

To receive any declaration of personal interest.

5. URGENT BUSINESS

To note any items that are a matter of urgency in the view of the Chairman for consideration.

6. MINUTES

4 - 6

The Chairman shall propose that the minutes of the meeting of this committee held 4th February 2022 be signed as a true record.

7. THE JOINT PLANNING POLICY COMMITTEE'S FINAL ACCOUNTS 7 - 15

To submit the Senior Finance Manager's report (Gwynedd Council)

Agenda Item 6



JOINT LOCAL DEVELOPMENT PLAN

Joint Planning Policy Committee

10:00 am 4 February 2022

Virtual Meeting

Present: **Isle of Anglesey County Council**

Cllr Richard Dew
Cllr John Griffith
Cllr Kenneth P Hughes

Gwynedd Council

Cllr Anne Lloyd Jones
Cllr Gareth Griffith
Cllr Paul Rowlinson
Cllr Owain Williams

Officers:

Dewi F Jones	Chief Planning Officer (IACC)
Gareth Jones	Assistant Head of Department (GC)
Rebeca Jones	Planning Policy Manager - (JPPS)
Robyn Jones	Legal Services Manager (IACC)
Heledd Jones	Team Leader - (JPPS)

Apologies:

Cllr Berwyn Parry Jones
Cllr Gareth A Roberts
Cllr Robin Williams
Cllr John Pughe Roberts
Cllr Richard Owain Jones

1. APOLOGIES

Noted above.

2. DECLARATION OF PERSONAL INTEREST

None to note.

3. URGENT ITEMS

The Committee's condolences were extended to the former Isle of Anglesey County Council Councillor, Gareth Winston Roberts. It was noted that a sympathy card would be sent to him on behalf of the Committee.

4. MINUTES

The minutes of the Committee held on 22 October 2021 were accepted as a true record.

5. JOINT LOCAL DEVELOPMENT PLAN REVIEW REPORT - RESPONSE TO THE PUBLIC CONSULTATION PERIOD

Rebeca Jones submitted a presentation outlining the now concluded public consultation period that was linked to the Review Report and the officers' response to the observations received.

It was highlighted that it was possible to view all the observations and the responses to them in appendix 1 of the papers.

It was noted that the Review Report had been subject to a public consultation and that 329 representations had been received from 48 individuals.

It was noted that a number of the observations received were irrelevant to the Review Report, but matters that needed consideration when preparing the Amended Plan had been highlighted.

After receiving and considering all the observations received there was a need to carry out relevant amendments to the Plan. The Panel's attention was drawn to the need to carry out the following amendments to the Review Report: -

- Include a reference in section 2 of the report to:
 - a. Active Travel Act Guidance (July 2021) (Welsh Government publication)
 - b. Welcome to Wales: Priorities for the Visitor Economy 2020-2025 (Welsh Government publication)
 - c. Marine Area Statement (Natural Resources Wales publication)
 - ch. Wales National Marine Plan
- Include text that provided an update on the delay in publishing the amended Technical Advice Note 15 in Section 2
- Include a reference to the research associated with second homes which had been undertaken and the pilot intended for the Dwyfor area.
- Minor amendments to the text for accuracy.

All the changes undertaken to the Review Report following the public consultation were outlined as noted in Appendix 1.

It was confirmed that the Review Report reached a conclusion regarding the need to hold a Full Review of the Plan and that the observations received agreed with this. Furthermore, the timetable and reporting procedure in relation to receiving approval of the Review Report were highlighted.

The process of reporting on the Review Report to the Isle of Anglesey County Council Full Council meeting and Gwynedd Council Full Council meeting and then published and submitted to the Government was outlined.

Matters Raised

- It was noted that there was a need to be ready for the discussion regarding the Review Report in the Full Council and the Officers' response to the observations which had been received during the public consultation period.
- A question was asked regarding the Dwyfor Pilot Scheme and when more details would be issued. The matter of second homes and short-term holiday lets was an extremely important matter for Gwynedd and Anglesey. It appeared that there was considerable discussion about the topic but no action taken.
- Concern was expressed regarding the threat of local farms being bought by large companies in order to plant trees in an attempt to counterbalance their carbon footprint. Though it was acknowledged that climate change was an enormous threat, attempting to overturn the carbon emission contribution of large companies by buying up small farms was a threat to Welsh rural communities.

Response

- Note the observation
- It was noted that the Pilot Scheme was a Government scheme and that any details regarding how and what was intended were few and far between. However, it was noted that the Government had expressed its intention to assist with getting empty homes back into use, the help to buy scheme and trialling a voluntary registration system as part of the Pilot Scheme.

The Committee's attention was drawn to the consultation currently going ahead involving amendments to planning legislation and policy and it was noted that the Councils were in the process of preparing a response to that consultation. The consultation was a part of a package of interventions by the Government.

- It was noted that this was a matter that was beyond the control of the JLDP. It was suggested that it was a matter that should be raised by the Council, and then contact the Government if it was considered appropriate to do so.

Decision

The Committee resolved-

- i) To accept the proposed changes to the Review Report proposed in Appendix 2 of the papers.
- ii) To approve the Review Report (seen in Appendix 2) as the final Report published and submitted to the Government subject to the approval of the Full Council of Gwynedd Council and the Isle of Anglesey County Council.

End

MEETING	Joint Planning Policy Committee (Isle of Anglesey County Council and Gwynedd Council)
DATE	17 June 2022
TITLE	The Joint Committee's Final Accounts for the year ended 31 March 2022
PURPOSE	To submit – <ul style="list-style-type: none">• The Revenue Income and Expenditure Account Report for 2021/22, and• The Official Return on the Accounts, duly certified, but subject to Audit
ACTION	To receive and approve the accounts
AUTHOR	Ffion Madog Evans, Senior Finance Manager, Gwynedd Council

1. STATUTORY FINANCIAL REPORTING REQUIREMENTS

- 1.1 As reported in previous years, there are specific accounting and audit reporting requirements for Joint Committees.
- 1.2 Section 12 of the Public Audit (Wales) Act 2004 states that a joint committee of two or more (local) authorities is a local government body, and Section 13 of the Act requires such bodies to maintain accounts subject to audit by an external auditor approved by the Auditor General for Wales.
- 1.3 Although they are not independent legal entities, for the purposes of keeping accounts and being audited, a joint committee is separately subject to the same regulations as other local councils.
- 1.4 Gwynedd Council is the 'lead' Council responsible for meeting the accounting and financial reporting responsibilities of Anglesey and Gwynedd's Joint Planning Policy Committee.
- 1.5 The Accounts and Audit (Wales) (Amendment) Regulations 2018 require all Joint Committees to prepare year-end accounts. Where the turnover is less than £2.5m the joint committee is deemed to be a "small joint committee" and an annual return must be prepared in accordance with proper practices as stipulated by legislation.

2. ACCOUNTS FOR 2021/22

- 2.1 **The Revenue Income and Expenditure Account for 2021/22 is submitted herewith as Appendix A** in simple “outturn” format.
- 2.2 **The Official Annual Return for 2021/22 is submitted herewith as Appendix B, duly completed and certified, by the Responsible Financial Officer**, namely Gwynedd Council’s Head of Finance (Dewi Aeron Morgan) as the Statutory Finance Officer for the Joint Committee.
- 2.3 The accounts and return are already subject to audit by Audit Wales, Gwynedd Council’s external auditors appointed by the Auditor General for Wales. Should any amendments be necessary then a revised version will be presented to the Joint Committee meeting on 21 October 2022.
- 2.4 Following audit and following any required amendments, the Auditor General’s representative will certify the return prior to 30 November.

3. RECOMMENDATION

- 3.1 **The Joint Planning Policy Committee is asked to receive and approve the information in the appendices, i.e. –**
 - Revenue Income and Expenditure Account for 2021/22 – Appendix A
 - Annual Return for the Year Ended 31 March 2022 – Appendix B

**JOINT PLANNING POLICY COMMITTEE
(GWYNEDD AND ANGLESEY COUNCILS)**

REVENUE INCOME AND EXPENDITURE ACCOUNT 2021/2022

	Budget 2021/2022 £	Final Accounts 2021/2022 £	Variance Over/(Under)spend £
Expenditure			
Employees			
Salaries	366,170	376,925	10,755
Other Staff Costs	1,920	872	(1,048)
Liability Insurance	1,830	1,540	(290)
Transport			
Pooled Cars	1,300	651	(649)
Travelling Expenses	10,430	297	(10,133)
Supplies and Services			
Unit Running Costs	4,780	260	(4,520)
Project Development Costs			
Printing and Publication Costs	5,180	1,187	(3,993)
Marketing and Publicity	3,180	0	(3,180)
Professional and Technical Services	31,030	1,500	(29,530)
Hardware and Software purchase	12,920	1,303	(11,617)
Other	50	50	0
Central Support			
Central Recharges	57,540	57,540	0
Central Recharges - 2019-20 adjustment	0	4,020	4,020
Savings to be Found	(10,000)	0	10,000
Total Expenditure	486,330	446,145	(40,185)
Income			
Anglesey County Council Contribution	(243,160)	-223,073	20,087
Gwynedd Council Contribution	(243,170)	-223,073	20,097
Contribution from Joint Committee Reserves	0	0	0
Total Income	(486,330)	-446,145	40,185
Total Net Expenditure	0	0	0
Balances/Earmarked Reserves 31/03/21:			(179,172)

Virement

0

Net Movement

0

**Balances/Earmarked Reserves
31/03/22:**

(179,172)

Minor Joint Committees in Wales

Annual Return for the Year Ended 31 March 2022

Accounting statements 2021-22 for:

Name of body: | Joint Planning Policy Committee (Gwynedd and Isle of Anglesey Councils)

	Year ending		Notes and guidance for compilers
	31 March 2021 (£)	31 March 2022 (£)	Please round all figures to nearest £. Do not leave any boxes blank and report £0 or nil balances. All figures must agree to the underlying financial records for the relevant year.
Statement of income and expenditure/receipts and payments			
1. Balances brought forward	179,172	179,172	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2. (+) Income from local taxation/levy	436,652	446,145	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	0	0	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	-373,785	-379,336	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses eg termination costs.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	-62,867	-66,809	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	179,172	179,172	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
Statement of balances			
8. (+) Debtors	0	0	Income and expenditure accounts only: Enter the value of debts owed to the body.
9. (+) Total cash and investments	197,329	199,259	All accounts: The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10. (-) Creditors	-18,157	-20,087	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	179,172	179,172	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	0	0	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

Annual Governance Statement

We acknowledge as the members of the Joint Planning Policy Committee (Gwynedd and Isle of Anglesey Councils), our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2022, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref
	Yes	No*		
<p>1. We have put in place arrangements for:</p> <ul style="list-style-type: none"> effective financial management during the year; and the preparation and approval of the accounting statements. 	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12
<p>2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7
<p>3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Joint Planning Policy Committee (Gwynedd and Isle of Anglesey Councils) to conduct its business or on its finances.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.	6
<p>4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23
<p>5. We have carried out an assessment of the risks facing the Joint Planning Policy Committee (Gwynedd and Isle of Anglesey Councils) and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9
<p>6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	6, 8
<p>7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Joint Planning Policy Committee (Gwynedd and Isle of Anglesey Councils) and, where appropriate, have included them on the accounting statements.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6
<p>8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23

* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

Additional disclosure notes*

The following information is provided to assist the reader to understand the accounting statements and/or the Annual Governance Statement

1.


2.

3.

* Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statements and/or the annual governance statement.

Joint Planning Policy Committee (Gwynedd and Isle of Anglesey Councils) approval and certification

The Committee is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

<p>Certification by the RFO</p> <p>I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Joint Planning Policy Committee (Gwynedd and Isle of Anglesey Councils), and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2022.</p>	<p>Approval by the Council/Board/Committee</p> <p>I confirm that these accounting statements and Annual Governance Statement were approved by the Joint Planning Policy Committee (Gwynedd and Isle of Anglesey Councils) under minute reference:</p>
<p>RFO signature:</p> 	<p>Minute ref:</p> <p>Chair of meeting signature:</p>
<p>Name: DEWI AERON MORGAN</p>	<p>Name:</p>
<p>Date: 19/05/2022</p>	<p>Date:</p>

Annual internal audit report to:

Name of body: Joint Planning Policy Committee (Gwynedd and Isle of Anglesey Councils)

The Committee's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2022.

The internal audit has been carried out in accordance with the Committee's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Committee.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
1. Appropriate books of account have been properly kept throughout the year.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Insert text
7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insert text
8. Asset and investment registers were complete, accurate, and properly maintained.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Insert text

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
9. Periodic and year-end bank account reconciliations were properly carried out.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Insert text
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Insert text

For any risk areas identified by the Council/Board/Committee (list any other risk areas below or on separate sheets if needed) adequate controls existed:					
	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
11. Insert risk area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Insert text
12. Insert risk area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Insert text
13. Insert risk area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Insert text

* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

** If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

[My detailed findings and recommendations which I draw to the attention of the Committee are included in my detailed report to the Committee dated May 2022.] * Delete if no report prepared.

Internal audit confirmation

I/we confirm that as the Committee's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2020-21 and 2021-22. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit: LUNED FÔN JONES
Signature of person who carried out the internal audit: <i>Luned Fôn Jones</i>
Date: 18 th May 2022