

Meeting

**NORTH WALES CORPORATE JOINT COMMITTEE**

Date and Time

**2.00 pm, FRIDAY, 22ND MARCH, 2024**

Location

**Virtual Meeting**

**(For public access to the meeting, please contact us)**

Contact Point

**Annes Sion**

**01286 679490**

**AnnesSion@gwynedd.llyw.cymru**

(DISTRIBUTED 15/03/24)

## **NORTH WALES CORPORATE JOINT COMMITTEE**

### Council Members

Cllr. Jason McLellan- Denbighshire County Council  
Cllr. Llinos Medi Huws - Isle of Anglesey County Council  
Cllr. Charlie McCoubury - Conwy County Borough Council  
Cllr. Mark Pritchard - Wrexham County Borough Council  
Cllr. Ian Roberts - Flintshire County Council  
Cllr. Dyfrig L Siencyn - Cyngor Gwynedd

### Snowdonia Member

Cllr. Tim Jones – Snowdonia National Park Authority

### Chief Officers

Dafydd Gibbard - Cyngor Gwynedd – Corporate Joint Committee Chief Executive  
Dylan Williams - Isle of Anglesey County Council  
Rhun ap Iareth - Conwy County Borough Council  
Neal Cockerton - Flintshire County Council  
Graham Boase - Denbighshire County Council  
Ian Bancroft - Wrexham County Borough Council  
Emyr Williams – Snowdonia National Park Authority

### Statutory Officers

Dewi Aeron Morgan – Chief Finance Officer  
Iwan G Evans – Monitoring Officer

# **A G E N D A**

## **1. APOLOGIES**

To receive any apologies for absence.

## **2. DECLARATION OF PERSONAL INTEREST**

To receive any declaration of Personal Interest.

## **3. URGENT BUSINESS**

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

## **4. MINUTES OF THE PREVIOUS MEETING**

4 - 6

The Chair shall propose that the minutes of the previous meeting held on 26 of January 2024 be signed as a true record.

## **5. UPDATE ON THE PROGRESS AND TRANSFER OF FUNCTIONS TO THE CORPORATE JOINT COMMITTEE, AND ARRANGEMENTS FOR THE INITIAL EXTENSION OF CURRENT SECONDMENT AND SUBSEQUENT APPOINTMENT OF THE CHIEF EXECUTIVE**

7 - 20

To present an update on progress to establish the Corporate Joint Committee (CJC) and to implement its statutory duties and functions. Also sets out a proposed plan in relation to the CJC's Chief Executive's current secondment arrangement which concludes on 31 March, 2024 and proposal for appointment as of 1 July, 2024.

## **6. REGIONAL TRANSPORT PLAN FOR NORTH WALES - DRAFT CASE FOR CHANGE**

21 - 23

To present the 15 key objectives within the North Wales Regional Transport Plan draft Case for Change for North Wales.

---

## NORTH WALES CORPORATE JOINT COMMITTEE 26/01/24

---

**Present:** Chair: Councillor Dyfrig Siencyn (Cyngor Gwynedd)

**Councillors:** Jason McLellan (Denbighshire Council), Mark Pritchard (Wrexham County Borough Council), Gary Pritchard (Isle of Anglesey County Council), Ian Roberts (Flintshire Council), Charlie McCoubrey (Conwy County Borough Council) and Tim Jones (Snowdonia National Park Authority).

**Chief Officers:** Geraint Owen (Cyngor Gwynedd), Dylan Williams (Isle of Anglesey County Council), Rhun ap Iarthen (Conwy County Borough Council), Neal Cockerton (Flintshire Council), Ian Bancroft (Wrexham County Borough Council), Gary Williams (Denbighshire Council) and Emyr Williams (Eryri National Park Authority)

### **Statutory Officers**

Dewi Morgan (Chief Finance Officer) and Iwan G Evans (Monitoring Officer).

### **Other officers present**

Alwen Williams (Interim Chief Executive of the CJC), Sian Pugh (Assistant Head of Finance) and Eirian Roberts (Democracy Service Officer).

## **1. APOLOGIES**

- Councillor Llinos Medi Huws (Isle of Anglesey County Council) with Councillor Gary Pritchard deputising;
- Graham Boase (Denbighshire Council) with Gary Williams deputising;
- Dafydd Gibbard (Cyngor Gwynedd) with Geraint Owen deputising;

Deputies were welcomed to the meeting.

## **2. DECLARATION OF PERSONAL INTEREST**

No declarations of personal interest were received.

## **3. URGENT ITEMS**

None to note.

## **4. MINUTES OF THE PREVIOUS MEETING**

The Chair signed the minutes of the previous meeting, held on 24 November 2023, as a true record.

## **5. NORTH WALES CORPORATE JOINT COMMITTEE 2024/25 BUDGET AND LEVY ON CONSTITUENT AUTHORITIES**

The report was submitted by Dewi Morgan, Chief Finance Officer.

### **RESOLVED:**

1. To approve the Budget for 2024/5 for the North Wales Corporate Joint Committee (CJC) as presented in the appendix to the report. To approve the budget as noted below:-

Strategic Planning	Transport	Corporate Joint Committee	Total Budget
£	£	£	£
371,250	182,750	210,820	764,820

2. To approve the levy on the constituent authorities, as noted below:-

	Strategic Planning	Other Functions	Total Levy
	£	£	£
Conwy County Borough Council	(58,510)	(65,370)	(123,880)
Denbighshire Council	(52,080)	(55,220)	(107,300)
Flintshire County Council	(83,780)	(88,830)	(172,610)
Cyngor Gwynedd	(53,870)	(67,260)	(121,130)
Isle of Anglesey County Council	(37,230)	(39,480)	(76,710)
Wrexham County Borough Council	(73,010)	(77,410)	(150,420)
Eryri National Park Authority	(12,770)		(12,770)
<b>Total Levy</b>	<b>(371,250)</b>	<b>(393,570)</b>	<b>(764,820)</b>

## DISCUSSION

### 1. The Budget

It was noted that a significant amount of money had been earmarked for the Strategic Planning element and it was asked if that meant doing away with some of the work that the councils currently carried out individually, thereby creating savings for the councils, or would it mean more work and more cost to the councils. In response, it was noted:-

- That it was important to find a way to be able to represent value for money for the authorities locally from the existence of the CJC.
- It was not yet entirely clear what the long-term objective to aim for in terms of Welsh Government would be, but there were certainly opportunities here to collaborate more effectively regionally on certain elements of work. E.g. there were discussions in place about the possibility of regional collaboration on matters such as energy procurement to see whether there was a way of being more financially effective, so that the savings would feed back to councils locally for core services.
- That it was difficult to say at the moment, particularly from the Strategic Planning perspective, what the benefits would be for the particular stakeholders, but that there were elements of work that were currently being duplicated across the counties on an evidentiary basis for their own individual plans.

- That it was hoped that, in centralising some parts of that evidence, it would then be easier to obtain evidence at a local level by working regionally.
- That time would tell what the knock-on effect of that would be in terms of any particular efficiency in the areas within the region, but that would certainly be the ambition, that we would be in a position of being able to share information and evidence to make the local processes easier.

It was noted that it was important to keep track of this element.

Concern was raised about the proposed 6% inflation estimate for wages in 2024/25, but it was explained that that was funded out of reserves and that there would be no increase in partner contributions.

It was noted that there was a sense within the councils that the Corporate Joint Committee was optional, rather than a legislative responsibility, and it was warned that many councillors would be keeping a close watch and asking questions as the work of the Joint Committee progressed.

The Chair noted that that was perfectly understandable. He added that a meeting would be held shortly between the chairs and vice-chairs of all corporate joint committees across Wales and ministers to discuss progress on establishing the joint committees, which would be an opportunity to convey the nature of the discussion at this meeting.

## 2. Levy

It was questioned when it was intended for the financial contributions to be changed in line with population changes. In response, it was explained that:-

- The same population figures as were in the settlement for 2024/25 had been used.
- The projections of the last year and the previous year had been used because the Park Authority had not been included in the settlement figures, but as the projections had not been updated this year, the only option was to use the settlement figures, adjusting the figures pro-rata for the Park Authority, which would be the case hereafter as well.

In response to a further question, it was explained that settlement figures that were set and adjusted each year were used by the Office for National Statistics.

The meeting began at 14:00 and ended at 14:35.

---

(Chair)

---

**NORTH WALES CORPORATE JOINT COMMITTEE**

**22 March, 2024**

---

**TITLE:** Update on the progress and transfer of functions to the Corporate Joint Committee, and arrangements for the initial extension of current secondment and subsequent appointment of the Chief Executive

**AUTHOR:** Alwen Williams, Interim CJC Chief Executive (Part A)  
Geraint Owen, Corporate Director, Cyngor Gwynedd (Part B)

---

**1. PURPOSE OF THE REPORT**

- 1.1. The purpose of the report is to present an update on progress to establish the Corporate Joint Committee (CJC) and to implement its statutory duties and functions.
- 1.2. The report also sets out a proposed plan in relation to the CJC's Chief Executive's current secondment arrangement which concludes on 31 March, 2024 and proposal for appointment as of 1 July, 2024.

**2. DECISION SOUGHT**

**PART A:**

- 2.1. To note the update on work to establish the North Wales CJC including progressing the Regional Transport Plan (RTP) and the Strategic Development Plan (SDP) implementing the statutory duties and functions of the CJC; and establishing a North Wales CJC Implementation Project.

**PART B:**

- 2.2. To agree an extension of the current arrangement, for Alwen Williams' part-time secondment to the CJC Chief Executive role, up to the end of June 2024.
- 2.3. Subject to the formal completion of the current TUPE consultation with North Wales Economic Ambition Board staff, to confirm the proposed transfer and appointment of Alwen Williams as the Corporate Joint Committee's Chief Executive as from the 1 July, 2024.

### 3. REASON FOR THE DECISION

3.1. In December 2021/January 2022, the Cabinet and Executives in each of the six Local Authorities agreed, in principle, that the functions of the North Wales Economic Ambition Board should be transferred by way of a delegation agreement to the CJC. Decisions in Part A and B will enable this transfer to be initiated and completed. The statutory framework and the establishment of the CJC mean that the proposed transfer needs to be progressed.

### 4. BACKGROUND AND RELEVANT CONSIDERATIONS

4.1. Establishment of the CJC is a legal requirement and timetables to discharge the statutory duties prescribed in the legislation - to produce a Regional Transport Plan and a regional Strategic Development Plan are pressing. **Appendix 1** provides an update on these items. The Case for Change for the Regional Transport Plan is a separate item for discussion at this meeting.

4.2. Progress to date has been achieved by means of an interim part-time Chief Executive Officer, a secondment from Welsh Government with legal and financial service provided by Cyngor Gwynedd to fulfil the statutory officer responsibilities for the CJC. The recommendation in this report seeks to extend these arrangements to allow the proposed plan and timetable for the transfer of the North Wales Growth Deal to the North Wales CJC to be completed.

4.3. Under the Welsh Government's Regulations, while developing proposals and discharging its duties, the CJC will be subject to the Equalities Act, Future Generations Act, language standards under the Welsh Language Measure 2011, and other legislation, in the same way as local authorities.

### 5. PART A - PROPOSED PLAN AND TIMETABLE

5.1. To transfer the functions of the Economic Ambition Board, including the Growth Deal and the Portfolio Management Office into the CJC, four independent workstreams will be established under the auspices of a North Wales CJC Implementation Project Board.

5.2. The following provides an overview of the workstream and their purpose:

Workstream	Purpose	Key Milestones
Agreement on Transfer Legal / Governance	To ensure that the necessary agreements and consents needed to achieve the transfer are secured and agreed. To ensure the necessary governance arrangements and agreements are put in place within the CJC for the delivery of	<ul style="list-style-type: none"><li>• Securing agreement of the 6 Constituent Authority Executives and GA2 parties to transfer.</li><li>• Agreement of both governments to novation of the Growth Deal to the CJC that the Growth Deal delivery and draw down of the funding</li></ul>



	the Growth Deal, including the role of advisors within the Economic Ambition Board.	<p>can be transferred to the CJC.</p> <ul style="list-style-type: none"> <li>• Agreement on the continuation of the current funding model for the Growth Deal.</li> <li>• Agreement on the post transfer inter-relationship between the CJC and the Constituent Councils.</li> <li>• Agreement on the role of existing EAB advisors within the CJC.</li> <li>• Agreement on how the CJC's regional wider economic development role will be shaped and co-exist with the concurrent functions of the Local Authorities in this area.</li> </ul>
People and HR	Take forward TUPE process including consultation with staff, ensure that staff policies and protocols are in place to ensure a successful transition to the CJC.	<ul style="list-style-type: none"> <li>• Relevant policies and processes adopted by CJC.</li> <li>• TUPE consultation undertaken.</li> <li>• Staff successfully transferred into the CJC.</li> </ul>
Finance, Processes and Systems	To enable the transfer of Growth Deal funding and project funding arrangements as well as ensuring that all operational processes and systems are in place for the transfer of the PMO to the CJC.	<ul style="list-style-type: none"> <li>• Approval from government for transfer of Growth Deal funding.</li> <li>• Necessary processes and systems in place prior to transfer of Growth Deal funding and PMO staff.</li> </ul>
Communications and Engagement	Ensure staff and key stakeholders are communicated with and engaged throughout the process.	<ul style="list-style-type: none"> <li>• Communications and Engagement Plan agreed.</li> <li>• Regular communications pre and post transfer.</li> <li>• TUPE consultation completed.</li> </ul>

5.3. Each workstream will provide an agreed programme of work supported by a timeline of activities to achieve the transfer of the Economic Ambition Board staff and functions into the North Wales CJC on the 1 of July, 2024. Reporting directly to the North Wales CJC, the board will provide regular updates on progress towards implementation. Chaired by Alwen Williams, key officers from the Portfolio Management Office and Cyngor Gwynedd will sit on the project board to plan and implement the transition process. The inaugural meeting of the board will take place in mid-March.

5.4. Resources to meet the volume of activity required to implement a comprehensive set of transition arrangements, to maintain business as usual and to meet the CJC's statutory duties is currently being managed through a secondee from Welsh Government and apportioned time from the interim CJC Chief Executive. Support is also being provided through Cyngor Gwynedd's 151 Officer and Monitoring Officer, the Legal and Finance Teams.

5.5. As referred to above, the 1st of July has been identified as the provisional target date for the transfer of functions from the Economic Ambition Board into the North Wales Corporate Joint Committee. However, this date may be impacted by a number of factors including partner and government decision making requirements/timescales, internal capacity constraints and TUPE considerations that may result in some areas of transfer being completed in the Autumn period 2024.

## **6. PART B - EXTENSION OF THE SECONDMENT AND ARRANGEMENTS FOR APPOINTMENT OF THE CHIEF EXECUTIVE**

### **6.1. Background**

6.11 At its meeting on 22 July, 2022 the North Wales Corporate Joint Committee reviewed the role of its Chief Executive and, after considering the options, resolved to submit a request to the North Wales Economic Ambition Board to release part of their Portfolio Director's time to fulfil the role of the Corporate Joint Committee's Chief Executive.

6.12 The option to submit this request to the Ambition Board was selected as it was likely that the Ambition Board will be incorporated into the CJC, that there would be a substantially higher cost if a stand-alone Chief Executive post was created, and as there was insufficient availability of time required for one of the 6 local authority Chief Executives to oversee the CJC's development.

6.13 It was reported at the time that the decision in principle, to transfer the Ambition Board to the CJC, had already been taken by the Councils and that following the legislative changes, it would be possible to undertake this process over the following months. As part of any transfer, the status of all Portfolio Staff would be addressed.

6.14 You will recall that the North Wales Economic Ambition Board was required to approve the release of the Portfolio Director prior to the CJC making the decision to appoint an Interim Chief Executive.

6.15 This was done at the Ambition Board's meeting on the 30 September, 2022 when it was agreed to release part of the Portfolio Director's time to fulfil the role of the CJC's Chief Executive on a secondment basis.

- 6.16 Consequently, the CJC, at its meeting on the 7 October, 2022 approved the appointment of Alwen Williams, the Economic Ambition Board's Portfolio Director, as part-time Chief Executive, on secondment, until the post would be reviewed by the CJC prior to the end of the 2022/23 financial year.
- 6.17 This temporary arrangement, whereby Alwen Williams fulfilled the role of the CJC's Chief Executive for two days per week became effective as from the 10 October, 2022.
- 6.18 In light of the fact that a number of critical matters still required further attention before the CJC was able to appoint a permanent Chief Executive e.g., the likely transfer of staff to the CJC's employment, the decision taken at the meeting on the 7 October, 2022 was re-visited at the Joint Committee's meeting on the 24 March and the 27 October, 2023 since the secondment period needed to be reviewed.
- 6.19 At both meetings, and with the agreement of the Ambition Board to extend the secondment, an extension to Alwen Williams' appointment as Interim Chief Executive was approved. The decision taken at the meeting on the 27 October, 2023 extended the agreement to the 31 March, 2024.

## **6.2. Interim Situation**

- 6.2.1 Part A of this report has indicated that work remains to be completed before it will be possible to formally establish the North Wales Corporate Joint Committee and appoint a Chief Executive on a permanent basis. On that basis, the CJC needs to ensure an Interim Chief Executive for a further period until the 30 June, 2024.
- 6.2.2 A report was submitted to a meeting of the Ambition Board on the 15 March, 2024 requesting its agreement to extend the period for which it is prepared to release its Portfolio Director. The Ambition Board's response to that request can be reported verbally at the CJC's meeting prior to considering this item.
- 6.2.3 You are reminded that the Ambition Board, via Cyngor Gwynedd as the Host Authority, remains as Alwen Williams' contractual employer whilst the CJC recompenses the Ambition Board for both direct and indirect costs associated with the secondment. Cyngor Gwynedd's Chief Executive was given authority to make the necessary arrangements within the flexibility of the CJC's budget.

## **6.3. TUPE Transfer Arrangements**

- 6.3.1 As indicated in paragraph 5.3 (Part A) of this report, the 1 July, 2024 has been identified as the provisional date for the transfer of functions from the Economic Ambition Board into the North Wales Corporate Joint Committee.

- 6.3.2 In this respect, the required consultation with staff employed by the North Wales Economic Ambition Board, as laid down by the Transfer of Undertakings (Protection of Employment) Regulations 2006 (as amended 2014), is currently being conducted.
- 6.3.3 In light of the fact that North Wales Economic Ambition Board staff will be transferring on current terms and conditions, it is not foreseen that this intended transfer of staff from one public body to another will experience the complexities associated with many other TUPE transfers and is therefore not considered as a potential barrier to the transfer of functions on the 1 July, 2024.
- 6.3.4 Furthermore, a job description for the post of the Corporate Joint Committee's Chief Executive has been drafted (see **Appendix 2**) - the content of which is based on the job description for the equivalent role in the South East Wales region.
- 6.3.5 A copy of the North Wales Economic Ambition Board's Portfolio Director's current job description is also appended (see **Appendix 3**) and Members will note that there is significant alignment between the two job descriptions.
- 6.3.6 On this basis and in accordance with TUPE guidance and practice, it is advised that Alwen Williams, as the current post holder within the Economic Ambition Board, should be appointed to the CJC Chief Executive post on a permanent basis as of 1 July, 2024 (subject to completion of the TUPE consultation with all staff).

## **7. FINANCIAL IMPLICATIONS**

- 7.1 Costs associated with the transfer of functions to the CJC will be primarily related to officer time, legal and financial expenditure. Funding will be drawn from existing CJC and Economic Ambition Board budgets. Legal, HR, Finance, IT and Democratic Services support will be provided through Cyngor Gwynedd resources.

## **8. LEGAL IMPLICATIONS**

- 8.1 The report sets out at a high level what is proposed.
- 8.2 The Growth Deal is a formal partnership between the UK and Welsh Governments and the 6 constituent authorities. It is portfolio based and funding is drawn down by a formal annual funding letter which is a grant agreement made by the host authority on behalf of the 10 GA2 partners but primarily the 6 Constituent Councils. The release of funding for any period is subject to the performance of the implementation of the Growth Deal and may be held back by the Governments.

8.3. There are a number of governance and legal matters at the core of this project. These are highlighted in the table above. There are also risks which will need to be managed and resolved as well as key consents in order to active both transfer and timetable. There are dependencies built into the programme which mean that whilst an element of concurrency can be achieved to facilitate progress there will be key decisions or approvals which will be needed to allow for progress.

## 9. RECOMMENDATIONS

9.1. That the North Wales Corporate Joint Committee:

- i. note the update in relation to progress and a timetable for the transfer of functions to the CJC.
- ii. agree the extension of Alwen Williams' part-time secondment to the CJC Chief Executive role up to the end of June 2024.
- iii. appoint Alwen Williams to the post of CJC Chief Executive as from 1 July, 2024 (subject to the completion of the TUPE consultation with all North Wales Economic Ambition Board staff).

---

### APPENDICES:

<b>Appendix 1</b>	Progress update on establishment and the implementation of the statutory duties of the North Wales CJC
<b>Appendix 2</b>	Draft Job Description for the North Wales Corporate Joint Committee Chief Executive role
<b>Appendix 3</b>	Current Job Description for the Economic Ambition Board's Portfolio Director

---

### STATUTORY OFFICERS RESPONSE:

i. **Monitoring Officer:**

"The transfer of the Growth Deal to the CJC is a matter which is reserved to the Councils for decision. As the report outlines there are key decisions which are needed to enable this process to go forward. These will involve both the Council, Education partners and both Governments. Although there is agreement in principle this will require a lot of detailed work across a number of areas. In terms of the CJC it, in parallel will need to contribute to this process and set up the necessary internal governance and administrative arrangements to facilitate the transfer in. The discussion on the proposed scrutiny model will also need to be brought to maturity as part of this element.

I welcome the intention to create a multidisciplinary project to team to lead on this matter. It will require close legal support, drawing on both internal and external resources. Given that Ambition North Wales is based on a partnership structure the work will involve close liaison with all partners to reach agreement on key aspects of the proposed model. The initial work around this process is already in train and the key elements identified in this report are based on this input and advice.”

**ii. Statutory Finance Officer:**

“I support the decision sought, and I will assist with the work of implementing this project as required. I have no further comment to add from the perspective of financial propriety.”

## **APPENDIX 1**

### **REGIONAL TRANSPORT PLAN (RTP)**

As set out in the Local Government and Elections (Wales) Act 2021 and the Corporate Joint Committee (Transport Functions) (Wales) Regulations 2021, one of the statutory functions of a Corporate Joint Committee is to develop a Regional Transport Plan for its locality.

Following the submission of the Implementation Plan, the purpose of the Case for Change is to set out the aims and objectives of the RTP and identifying the key issues, challenges and opportunities the plan should consider to guide the development of an integrated transport network for North Wales. It considers the evidence and recommendations of the North Wales Transport Commission whilst also considering how North Wales can support the delivery of Llwybr Newydd - the Wales Transport Strategy as well as local policies and strategies.

Involving the 6 transport leads and Transport for Wales, work has focussed on drafting the Case for Change for submission to Welsh Government in early March. Setting the right objectives is key as they will be used to score and prioritise future projects and programmes once the RTP is approved by Welsh Ministers.

Following approval by Welsh Ministers, it is anticipated that both the final Integrated Well-being Assessment and the Regional Transport Plan will be published in late Summer 2024.

### **INVESTMENT ZONE**

UK Government's 2023 Autumn Statement announced the designation of an Investment Zone for Flintshire and Wrexham. The announcement noted that, in Wales, Investment Zones would be overseen by the relevant CJC. The CJC is now working with both governments, Wrexham and Flintshire to progress work in taking Investment Zone proposals forward.

### **STRATEGIC DEVELOPMENT PLAN (SDP)**

To progress the SDP for North Wales, meetings are in train with key planning leads within local government across North Wales. A key milestone will be the submission of the Delivery Agreement (DA) to Welsh Government in late 2024 with each CJC preparing a DA at the start of the plan preparation process. The DA is made up of 2 parts:

- A timetable for SDP preparation
- A Community Involvement Scheme (CIS)

The DA is an important document as it sets out the timetable for plan preparation and identifies who can engage in the process, at what stage and the methods of consultation. It also explains how responses to consultations on the plan will be considered.

## **CJC - STATUTORY DUTIES AND FUNCTION**

### **Welsh Language Standards**

As with all 22 local authorities in Wales, the 4 CJC's will be required to comply with The Welsh Language Standards (No1 Regulations). These regulations authorise the Welsh Language Commissioner to issue compliance notices which set out the duties that CJC's must comply with. To initiate the compliance process, a questionnaire (covering staff policies, social media, committee papers, committee meetings etc.) has been submitted to the Welsh Language Commissioner. They will then prepare a draft Compliance Notice and consult with us on the Notice for 12 weeks, subject to any changes, they will then issue the North Wales CJC with its final Compliance Notice. The North Wales CJC will then have a minimum of 6 months to implement the standards.

### **Other statutory duties and functions**

All public sector bodies in Wales, including the CJC's need to comply with duties to public sector bodies, they are core in how public services in Wales work. Therefore, work is in progress to promote and facilitate the standards of duties including the Well Being of Future Generations Act 2015, the Socio-economic Duty, the Public Sector Equality Duty and the Biodiversity and Resilience of Ecosystems Duty.



## APPENDIX 2

### DRAFT JOB DESCRIPTION

<b>Job Title:</b>	Chief Executive – North Wales Corporate Joint Committee
<b>Salary:</b>	
<b>Reporting to:</b>	
<b>Accountable to:</b>	The North Wales Corporate Joint Committee
<b>Location of post:</b>	The office location of this post will be Sarn Mynach, Llandudno Junction, however, home and local/field working will be a requirement of the role. Agile working is a key feature and expectation of this role.

<b>Job Purpose:</b>
<ul style="list-style-type: none"> <li>• To be accountable to the North Wales Corporate Joint Committee (CJC) in delivering its vision and aspirations for the region – integrating the North Wales Growth Deal into the new regional entity and thus, delivering one single form of regional economic governance.</li> <li>• To be responsible for providing leadership to the North Wales Corporate Joint Committee team and all employees, addressing the staff and other resources needed to deliver high-quality, cost-efficient functions and services whilst addressing the needs of the region.</li> <li>• To operate, convene and deliver services and functions in a new multi-level governance environment, reflecting the need to work effectively across Local Government, Welsh Government and UK Government.</li> <li>• To develop and implement strategies, policies, and processes to ensure that the organisation meets the goals determined by the Joint Committee as a new corporate legal entity.</li> <li>• To ensure oversight of the transfer of the resources required to deliver the North Wales Growth Deal's funding and obligations into the new CJC, ensuring all the Growth Deal duties are discharged and comply with both UK and Welsh Governments requirements.</li> <li>• To develop the dual focus of the CJC in relation to achieving compliance with its initial corporate duties alongside continued operation and delivery of the North Wales Growth Deal.</li> <li>• To assist the North Wales Corporate Joint Committee in unlocking government and investment funding to complement and add value to existing funding and investment programmes.</li> <li>• To develop effective working relationships with Elected Members to ensure the realisation of the Joint Committee's vision, policies and programmes for an integrated model of regional investment and activity as reflected in the corporate plan and budgetary framework.</li> <li>• To work with and ensure there is comprehensive and pro-active stakeholder engagement with local authority partners, strategic partners and other organisations to realise the joint aspirations for the region.</li> </ul>

**Principal Duties and Responsibilities:**

- To be accountable to and act as principal advisor to the Joint Committee, providing clear leadership to Elected Members in shaping and delivering a corporate plan within the agreed budgetary framework.
- To act as the organisation's Chief Executive, focusing on matters of strategic significance, leading, and managing the relationships with internal and external stakeholders and partners.
- To promote the profile of the North Wales Region locally, regionally, nationally, and internationally.
- To lead the organisation through periods of significant change, ensuring effective working across the organisation and with partners.
- To partner with senior officers both within the organisation and within represented Local Authorities to grow and strengthen the organisation and make it sustainable.
- To lead the Corporate Management Team enabling the effective prioritisation of programme and resources and driving forward delivery of quality services which meets the needs of stakeholders, partners, Local Authority partners, citizens, communities, and customers.
- To co-ordinate the organisation's management of key resources – human resources, financial resources, information, and assets – to secure efficiency and value for money.
- Work with the Joint Committee's appointed Section 151 Officer and Monitoring Officer to prepare the organisation's annual budget, analyse the risk of the organisation's investments and advise the Joint Committee of the risk and return of investments.
- To appoint or support the appointment of senior managers within the organisation in line with policy requirements.
- To set and review the objectives and standards of performance for the organisation's Management Team.
- To ensure arrangements are in place for the effective corporate governance of the organisation and the legality, probity, integrity, proper accountability, and scrutiny of decision-making processes.
- To ensure arrangements are in place to deliver the organisation's objectives and achieve continuous and sustainable improvement.
- To demonstrate an open commitment to actively celebrate the rich diversity of the region ensuring equality and social justice.
- To have overall officer responsibility for ensuring that the organisation meets all legal requirements in respect of the management of health and safety.
- To undertake a representative and ambassadorial role on behalf of the organisation's employees.

## APPENDIX 3

### CURRENT JOB DESCRIPTION FOR THE PORTFOLIO DIRECTOR

<b>Job Title:</b>	Portfolio Director
<b>Salary:</b>	
<b>Reporting to:</b>	Chief Executive, Cyngor Gwynedd (Employment aspects) Lead Chief Executive (Performance)
<b>Accountable to:</b>	The North Wales Economic Ambition Board
<b>Location of post:</b>	Sarn Mynach, Llandudno Junction

#### Job Purpose:

- To lead a collaborative team of representatives from key partners in the Economic Ambition Board to deliver upon its Growth Vision and Growth Deal for North Wales.
- To lead successful delivery of the agreed Ambition Board programme, achieving economic growth and unlocking government funding.
- To develop and maintain effective relationships with all stakeholders within the North Wales region, in Wales, and the UK.

#### Principal Duties and Responsibilities:

References below to the Economic Ambition Board also includes any Sub-Boards which may be established by them.

- To be accountable to the North Wales Economic Ambition Board for the development and delivery of their Growth Vision, providing advice and direction for the Board to maximise the potential to deliver sustainable and inclusive economic growth in North Wales.
- To provide advice and direction to the Economic Ambition Board on key strategies in support of the above, in particular transport, skills and employment, economic development and sector growth, digital infrastructure, and land use planning.
- To co-ordinate the development and delivery of the Growth Deal for North Wales.
- To be accountable for delivery of the programmes and projects within the agreed Growth Deal.
- To identify opportunities to promote the needs and potential of the North Wales region in order to influence Government policy and attract external funding to deliver the Growth Vision and Strategy.
- To be accountable for delivery of programmes and projects agreed outside of the Growth Deal to achieve wider Vision and Strategy.
- To work with public and third sector partners to maximise the benefit of the Growth Vision and Strategy, and Growth Deal for the foundation sectors of the region and for communities.
- To provide a senior point of contact for those external bodies seeking to engage with the Economic Ambition Board, including Welsh Government, UK Government, Local Enterprise Partnerships, and other Local Authorities outside the region.

- To ensure that issues within the purview of the Economic Ambition Board's remit (as identified in the Governance Agreement agreed between the 6 local authorities) are referred to it for a decision in a timely manner and with all the appropriate information it needs in order to reach an appropriate decision.
- To promote a joined-up and collaborative approach among key partners in the region to tackle key economic issues and capitalise on opportunities.
- To work closely with the business sectors in the region in order to identify opportunities to secure economic growth.
- To work in collaboration and in partnership with key officers from the UK Government and the Welsh Government to deliver the priorities of the Economic Ambition Board.
- To provide leadership and direction to the Executive Support Group and ensure that they work in accordance with the Governance Agreement and within the Host Authority's governance framework.
- To manage the dedicated Portfolio Management Office and ensure that they work in accordance with the Governance Agreement and within the Host Authority's governance framework.
- To ensure that the Economic Ambition Board has a robust programme plan supported by robust individual project management plans and that these plans are adequately resourced, delivered on time and to the agreed budget, referring any issues to the Economic Ambition Board as appropriate.
- To work with partners to ensure that dispersed projects and work streams are adequately resourced and hold them to account in delivering to agreed timescales, budgets and outcomes.
- To provide comprehensive performance monitoring data to the Economic Ambition Board.
- To provide comprehensive economic and demographic trend analysis, in collaboration with partners and the business sector, to inform longer-term strategic planning and the prioritisation of interventions by the Board.
- To ensure that a project plan and risk register is maintained and regularly reviewed and actions taken on any required mitigating actions in relation to those risks.
- To work closely with the Host Authority, in particular to develop budget proposals for consideration and agreement by the Economic Ambition Board and ensure that there is effective financial management and reporting to maximise the use of resources available.
- To co-ordinate the process of decision-making through the partner councils and other partner agencies where decisions are not fully within the remit of the Economic Ambition Board.
- To provide advice and direction to any Sub-Boards that the Economic Ambition Board chooses to establish, including the commissioning of specific tasks or projects.
- To regularly brief all Chief Executive Officers, Leaders and key partners in the region on challenges, progress and key issues.
- To ensure that there is a comprehensive and pro-active stakeholder engagement across partner agencies, Local Authorities, businesses and other key sectors.
- Ensure that the Economic Ambition Board has an effective communications strategy so that all stakeholders are able to understand the Ambition Board's ambition and priorities.

---

**NORTH WALES CORPORATE JOINT COMMITTEE**

**22 March, 2024**

---

**TITLE:** Regional Transport Plan for North Wales - draft Case for Change

**AUTHOR:** Alwen Williams, Interim CJC Chief Executive  
Catrin Jones, Corporate Joint Committee Implementation Programme Manager

---

**1. PURPOSE OF THE REPORT**

- 1.1. The purpose of the report is to present the 15 key objectives within the North Wales Regional Transport Plan draft Case for Change for North Wales.

**2. DECISION SOUGHT**

- 2.1. To recommend the agreement of the 15 objectives within the draft Case for Change as part of the North Wales Regional Transport Plan.

**3. REASON FOR THE DECISION**

- 3.1. As the Local Government and Elections (Wales) Act 2021, the Welsh Government Corporate Joint Committee Statutory Guidance and the Guidance to Corporate Joint Committees on Regional Transport Plans Version 2 refers, one of the statutory functions of a Corporate Joint Committee is to develop a Regional Transport Plan. The Case for Change is part of the process to develop a Regional Transport Plan for the North Wales region.

**4. BACKGROUND AND RELEVANT CONSIDERATIONS**

- 4.1. The Implementation Plan for the Regional Transport Plan (RTP) was approved by the CJC on the 24 November, 2023. The next step in developing the RTP requires the development of the Case for Change - which sets out the aims and objectives of the RTP and identifies the key issues, challenges, and opportunities the plan should consider guiding the development of an integrated transport network for North Wales. Setting the right objectives is key as they will be part of the process to score and prioritise future projects and programmes once the RTP is approved by Welsh Ministers. The 15 objectives have been identified to underpin and support the Case for Change and the RTP.

- 4.2. The North Wales RTP will also consider the evidence and recommendations of the North Wales Transport Commission whilst also considering how North Wales can support the delivery of Llwybr Newydd - the Wales Transport Strategy.
- 4.3. Following approval by Welsh Ministers, it is anticipated that the final Regional Transport Plan will be published in late summer 2025.
- 4.4. The following provides the 15 objectives underpinning the North Wales RTP process:
1. Develop a resilient, well-maintained, and efficient transport network that supports economic growth;
  2. Develop the infrastructure and services that provide people with a choice about how they travel for each journey;
  3. Improve sustainable access to employment and educational sites and tourist attractions;
  4. Improve access to key service;
  5. Encourage decarbonisation a culture change that sees people who have a choice travelling by means other than the private car;
  6. Improve access to town and city centres for all sustainable modes;
  7. Reduce both exhaust and non-exhaust emissions from transport;
  8. Improve safety for all highway users;
  9. Reduce the need to travel;
  10. Develop a transport network that provides social value for communities;
  11. Make wellbeing a core consideration across all transport projects and programmes in North Wales;
  12. Prioritise the Welsh language and culture;
  13. Integrate equalities into all aspects of transport planning;
  14. Integrate Investment Zone and the Freeport as regional considerations;
  15. Identify synergies between the RTP and the SDP.
- 4.5. A full copy of the draft Case for Change will be presented to the CJC for approval at a future meeting.

## **5. FINANCIAL IMPLICATIONS**

- 5.1. Costs will be drawn from existing North Wales CJC budgets with the necessary support from Cyngor Gwynedd's Legal and Finance teams.

## **6. LEGAL IMPLICATIONS**

- 6.1. As set out in the Local Government and Elections (Wales) Act 2021, the Welsh Government Corporate Joint Committee Statutory Guidance and the Guidance to Corporate Joint Committees on Regional Transport Plans Version 2 - one of the statutory functions of a Corporate Joint Committee is to develop a Regional Transport Plan.

---

**BACKGROUND PAPER (Confidential document):**

Draft Case for Change

---

**STATUTORY OFFICERS RESPONSE:**

**i. Monitoring Officer:**

“Any observations to be presented at the meeting.”

**ii. Statutory Finance Officer:**

“I have no objections to the decision sought from the perspective of financial propriety. I expect the work of developing the plan to be completed within the budget of the CJC.”