

**MEETING:** North Wales Corporate Joint Committee  
**DATE:** 7 October 2022  
**SUBJECT:** Standing Orders and Constitution  
**AUTHOR :** Iwan G D Evans – Monitoring Officer

---

**DECISION SOUGHT:**

1. To adopt Appendix 1:
  - (a) Standing Orders for Sub Committees
  - (b) Terms of Reference for the following Sub-Committees
    - Strategic Transport
    - Strategic Planning
    - Governance an Audit
2. Delegate the power to the Chief Executive in consultation with the Monitoring Officer to complete co-option agreements with Transport and Planning Sub- Committee Members and arranged through the Proper Officer to call initial meetings of the Sub Committees.
3. To agree on the principles of appointment to the Governance and Audit Sub-Committee and authorise the Chief Executive to seek expressions of interest and report to the December meeting of the CJC to appoint.

---

**REASON FOR THE DECISION**

1. The North Wales Corporate Joint Committee Regulations 2021 requires the Corporate Joint Committee (“CJC”) to make Standing Orders to regulate its proceedings and business.
2. There is a requirement on the CJC to prepare and publish a Constitution.
3. A Sub Committee structure was approved by the CJC in July and it was agreed that a further report on their Standing Orders and Terms of Reference would be submitted..

## **BAKCGROUND**

4. The CJC decided as follows at it's July meeting:
  - 1. To establish a Strategic Planning Sub-Committee and a Strategic Transport SubCommittee, and to approve the membership and voting rights as follows –**
    - i) The Strategic Planning Sub-Committee with 7 voting members, one from each of the constituent authorities (6 Councils and SNPA).**
    - ii) The Strategic Transport Sub-Committee with 6 voting members, one from each of the 6 Councils.**
    - iii) Membership of the Strategic Planning Sub-Committee to be comprised of the relevant Cabinet member from each constituent Council who holds the portfolio for Planning Policy, and the SNPA representative.**
    - iv) That the membership of the Strategic Transport Sub-Committee to be comprised of the relevant Cabinet member from each constituent Council who holds the portfolio for Transport Policy.**
5. It was noted that a detailed report recommending Standing Orders and Terms of Reference for each Sub-Committee would be prepared for a subsequent meeting of the CJC. In doing this it would be possible to co-opt formally.
6. In addition to this decision it was noted that further statutory clarification was expected in relation to the appointment of the statutory Sub-Committees, Governance and Audit and Standards. By now the statutory requirements for membership of the Governance and Audit Sub-Committee has been confirmed and this is reflected in the Standing Orders and Terms of Reference. Consequently, there is a need to move ahead with appointment of members.
7. The Terms of Reference which are recommended anticipate appointing members from amongst the existing membership of the Governance and Audit Committees of the constituent councils. The appointments would be for the CJC to make accepting that the members have already been accepted/ appointed into this role. It is suggested therefore that the following principles are applied to the process:
  1. That the membership of the Bub Committee provides a representation which reflects the region
  2. Subject to 1 that the membership provides range and balance of skills for the Sub Committee.

## **8 . STATUTORY OFFICERS**

### **Monitoring Officer**

Report author

### **Chief Finance Officer**

I support the North Wales Corporate Joint Committee adopting the Standing Orders and Terms of Reference proposed here without delay -

- for the Strategic Planning Sub-Committee to look at delivery options and cost implications for the production of the region's Strategic Development Plan, and make timely recommendations to the CJC in order to draft the CJC's budget for 2023/24, and
- for the Strategic Transport Sub-Committee to consider how a compliant and robust Regional Transport Plan could be developed by the first half of 2024, and to identify the necessary resources, again in order to draw up the CJC's budget for 2023/24 .

I am also supportive of adopting equivalent Standing Orders and Terms of Reference for the Governance and Audit Sub-Committee, which will be able to review and scrutinise the CJC's financial affairs, receive audit reports, and oversee propriety in general.

