### Agenda

1. Apologies  
   - 10.30 - 10.31
2. Declarations of Interest  
   - 10.31 - 10.32
3. Minutes of Previous Meeting  
   - 10.33 - 10.36
4. Matters Arising  
   - 10.36 - 10.41
5. Public Question Time  
   - 10.41 - 10.43
6. Report from the Executive Committee  
   - 10.43 - 10.50
7. Report from the Planning Committee  
   - 10.50 - 11.00
8. Annual Audit Return 2011-12  
   - 11.00 - 11.10
9. Report on High Speed 2  
   - 11.10 - 11.30
10. Review of AONB Management Plan/ Boundary  
    - 11.30 - 12.10
    - 12.10 - 12.30
12. Review of the Ancient Woodland Inventory  
    - 12.30 - 12.50
    - 12.50 - 1.00
14. Arrangements for Annual Forum  
    - for information
15. Date of Future Meetings
Draft MINUTES OF THE MEETING OF THE CHILTERNS CONSERVATION BOARD
HELD
ON THURSDAY 21st June 2012 at Barton Le Clay, Village Hall AT 10.00 AM AND
CONCLUDI
NG AT 12.45PM

<table>
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<tr>
<th>Member</th>
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<tr>
<td>Cllr Anna Badcock</td>
<td>South Oxfordshire District Council</td>
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<td>Cllr David Barnard</td>
<td>North Herts District Council</td>
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<td>Cllr Roger Emmett</td>
<td>Wycombe District Council</td>
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<td>Cllr Marion Mustoe</td>
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<td>Cllr David Nimmo Smith</td>
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<td>Cllr Brian Norman</td>
<td>Three Rivers District Council</td>
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<td>Cllr Richard Pushman</td>
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<td>Cllr Ian Reay</td>
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<td>Cllr Chris Richards</td>
<td>Aylesbury Vale District Council</td>
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<td>Cllr Jeremy Ryman</td>
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<td>Cllr Bill Storey</td>
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<td>Cllr Dave Taylor</td>
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<td>Mike Fox (Chairman)</td>
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<td>Dr. Helen Barrett-Mold</td>
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<td>Bettina Kirkham</td>
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<td>Dr. Simon Mortimer</td>
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<td>Ray Payne</td>
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<td>Cllr Mary Goldsmith</td>
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<td>Cllr John Griffin</td>
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<td>Cllr Margaret Jarrett</td>
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<td>Cllr Shirley Judges</td>
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<td>Cllr Barbara Wallis</td>
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<td>Cllr Julia Wells</td>
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<td>Deirdre Hansen</td>
<td>Clerk to the Board</td>
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<tr>
<td>Steve Rodrick</td>
<td>CCB Chief Officer</td>
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<td>Chris Smith</td>
<td>CCB Finance Officer</td>
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<tr>
<td>Annette Venters</td>
<td>CCB Access Officer</td>
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<tr>
<td>Colin White</td>
<td>CCB Planning Officer</td>
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12/13.1. APOLOGIES FOR ABSENCE

Apologies were received from Alan Walters and John Willson

Chris Richards arrived 10.05

12/13.2. DECLARATIONS OF INTEREST

No declarations of interest were made.

12/13.3. Minutes of the previous meeting

The minutes were approved and signed by the Chairman after the following amendments were made:

- Marion Mustoe was absent from the meeting, but also shown as present. Her name was removed from those present.
- Item 75 recommendations; the following was added to the minutes after Planning Committee, “ and the decisions taken under delegated powers.”

12/13.4. Matters Arising

1. Re item 77: the sub group is in progress, but has not yet prepared a report on the case for reviewing the AONB boundary in North Hertfordshire and Totternhoe.
2. Re item 81: the setting up of a Student Grants panel has been delayed.
3. Re item 81: a bid to the Chiltern LEADER programme to develop a Chilterns tourism web site was successful.
4. Re item 82
5. : a detailed programme for the Review of the Chiltern AONB Management Plan had been taken to the Executive Committee in May and is now in progress.

12/13.5. Public Question time

No members of the public were present.

12/13.6. Report from the Executive Committee

The members received the report of the Chief Officer advising the Board members of the matters considered, and decisions taken, by the Executive Committee under delegated powers.

At its meeting on 23rd May 2012 the Executive Committee:

1. Received and approved a finance report on the provisional outturn to the end of March 2012. The better than expected performance was due to higher than estimated income from local authorities and earned income.
2. Noted the report of the internal audit.
3. Approved an allocation of £5,000 from the Development Reserve to publish a booklet on “The People and Places of the Chilterns”.
4. Received an update on HR policies and personnel issues.
5. Approved a proposal to develop a bid to the Heritage Lottery Fund for a Traditional Farmstead Survey and allocation of upto £5,000 p.a. for three years from the Development Reserve.
6. Received a report on the review of the AONB Management Plan.
7. Received a report on High Speed 2
1. The Board NOTED the matters discussed by the Executive Committee and the decisions made under delegated authority.

12/13.7. Report from the Planning Committee:

Members received the report from the Planning Officer, the purpose of which was to bring to the attention of the Board the items considered by the Planning Committee on 16th May 2012 and the decisions taken under delegated powers. The following were noted:

1. The High Speed 2 update.
2. AONB Planning Forum.
4. Chilterns Building Design Awards
5. Student research project
6. Responses to development plans
7. Responses to planning applications.

The Planning Officer had received the student research project report since the Planning Committee meeting and he would circulate it to the Board members.

Ray Payne arrived 10.25

1. The Board NOTED the report from the Planning Committee and the decisions made under delegated authority.

12/13.8. Statement of Accounts 2011-12

The Finance Officer presented the formal Statement of Accounts 2011-12 and the associated Annual Audit Return and Governance Statement.

1. The year-end position showed an overall net surplus from all activity of £75,370, primarily due to some project expenditure being deferred to 2012-13.
2. The General Reserve remained unchanged at £135,000
3. The Restrictive Reserves were reduced by £804 to £22,977
4. The Earmarked Reserves were increased by £76,174 to £439,785
5. The pension liability had increased by £362,000 to £636,000. This represents the liability to the Board if every employee had retired on 31 March 2012 and collected their pension entitlements (this increase is due to the volatility in the financial markets and the valuation methodology and derivation of the main financial assumptions required by Financial Reporting Standard 17).

1. The Board APPROVED the Statement of Accounts and Annual Audit Return, including the Annual Governance Statement for 2011-12 and signed by the Chairman on behalf of the Board.

12/13.9. Report on HS2

The Chief Officer gave a report based on a paper presented to the Executive Committee on 23 May 2012 (circulated with the agenda) to bring the members up to date with current HS2 related activities. Most recent events include:

1. an invitation to meet the Secretary of State for Transport
2. Discovery of a DfT commissioned report which significantly undermines the business case for HS2
3. The re-configuring of the areas covered by Community Fora
4. Submission of comments on the draft scoping report for the Environmental Impact Assessment.

The draft position statement on mitigation plan-B had been circulated with the agenda. The members discussed the statement.

1. The Board will continue to attend local community forum meetings
2. The Board will accept the invitation to participate in the Planning Forum
3. The Board will seek a close working relationship with those bodies represented on the National Environment Forum, if full membership is not offered.
4. The Board ENDORSES the draft position statement on mitigation.

12/13.10 Review of Work Programme 2011-12
The Chief Officer gave an overall review of how the Works Programme had been implemented and reported that despite the decline in Government grant more had been achieved overall than originally included in the Work Programme. Inevitably some areas suffered due to the diversion of effort to HS2 and a number of Government initiatives required a response at short notice. The Annual Review of 2011-2012 will be published in August. Members provided feedback on the lessons to be learned.

1. The Board NOTED the review of the Boards Works Programme for 2011-2012
2. The Board provided comments on the performance review and lessons to be learned and applied in 2012-2013.

12/13.11. Report on Chiltern Cycleway Sustainable Gateway Project
The Access Officer gave a presentation to the Board on this project. The Department for Transport has awarded a grant of £868,000 for a project to increase car-free tourist travel from gateway towns in the Chilterns, linking with the Chiltern Cycleway. The project will be hosted by Wokingham BC and a development officer will be employed to deliver the 3 year programme, partly based at The Board’s offices.

The project aims to encourage more visitors to travel by rail to the Chilterns and to increase cycling within the Chilterns as an alternative to the car. Members took the opportunity to comment.

1. The Board NOTED the successful application for a grant of £868,000 to promote cycle based tourism in the Chilterns.
The Planning Officer informed the members of electricity Supply Company schemes to put wires underground. Since 2005 the Board has been involved in a steering group that promotes the under-grounding of overhead power lines in the former EDF supply area. One scheme has been completed in the AONB so far and a number of others are due to be promoted shortly.

Scottish and Southern Electricity has recently started the process of forming a steering group and schemes in their area will also be promoted and submitted.

The main commitment from the Board is officer time.

The schemes are an excellent way of bringing significant enhancements to the landscape of the AONB.

The Board has recently submitted a response to an OFGEM consultation exercise which ensured the retention of the undergrounding fund for the period to 2015. A number of possible projects are on file, but it would be useful to have a wider portfolio of schemes in order to demonstrate to OFGEM that the fund would be overspent if all schemes were approved.

The Board:
1. NOTED the report and that SEE will now support the undergrounding of overhead wires within the protected landscapes area in its network area.

2. APPROVED the Planning Officer's involvement in the two steering groups that cover the AONB.

3. Would suggest potential schemes for undergrounding to the Planning Officer.

12/13.13. Consultation on Management of the National Trails.
The Access Officer informed the Board that Natural England is consulting on the future management of national trails and is inviting ideas for new management models.

1. Members’ views were sought on the Boards draft consultation response.

2. The Boards views were also sought on the proposal to take on the management of part of the Ridgeway National Trail. There are two national trails passing through the Chilterns AONB, the Ridgeway and the Thames Path.
   - The Ridgeway is split evenly between two AONBs. It is proposed that the Board takes on the management of the eastern half of the Ridgeway overseen by a Trail Partnership to ensure both halves of the Ridgeway retain the same brand identity and quality standards an agreement would need to be in place with North Wessex Downs. The management model proposed for the Ridgeway would be similar to that of the Cotswold Way National Trail, which works well.
   - Funding would consist of a NE grant of 75% of the costs and the remainder funded by the Highway Authorities, who would retain their duties.
3. The Thames Path National Trail passes through 3 protected landscapes and many different regions with much falling outside the AONB. There are no obvious alternative management arrangements for the Thames Path, therefore none are presented at this stage. The Chilterns section could be marketed separately and more effectively than at present.

Members commented and made contributions to the discussion. Funding is a serious consideration. Members to send additional comments to the Access Officer.

Anna Babcock left 12.10

The Board:

1. **APPROVED**, subject to any amendments, the draft response to the consultation on the future management of National Trails.

2. **DECIDED** that, on behalf of a Chilterns Ridgeway Partnership, it would develop a proposal to take on the management and promotion of the eastern half of the Ridgeway.

3. **DECIDED** that would seek better promotion of the Chilterns part of the Thames Path.


The Chief Officer updated the Board on the developments with regard to the LNP proposals within the AONB and the prosed Board involvement. LNPs were main commitments in the 2011 Natural Environment White Paper. Defra is committed to supporting the establishment of approx. 50 LNP’s across the country. The matter was a subject of a Board paper in October 2011.

Four application bids have been submitted to Defra and an outcome is expected by the end of July. The remit of the LNPs mirrors the Board’s purposes and the Board can contribute much expertise and experience of the area based approaches. The extent to which the LNPs will help deliver the AONB management plan are unclear. It also remains unclear what resources, if any, will be channelled through the LNPS.

In order for the LNPs to be effectively established the Board considered making a limited financial contribution as this is a Government initiative and the Board cannot afford not to participate at this stage.

The Board:

1. **SUPPORTS** the creation of any Local Nature Partnership which covers the AONB.

2. **DECIDED** to provide funding of up to £3,000 in total for the establishment of Local Nature Partnerships.

12/13.15 Presentation of Chiltern Building Design Awards

The Planning Officer informed the Board of the presentation of the Chilterns Building Design Award 2012. The presentation had taken place 14/06/12.
A new format had been used which was well received and pleasing.
The overall winner was Horseshoe Hill House, Littleworth Common.
There were 2 highly commended awards, 37-39 London End, Beaconsfield and The Studio, The Lodge, Bledlow Ridge.
The Old Brewery House, Ivinghoe received a commended award and the new Visitor Centre at College Lake Nature Reserve received a special commendation.

12/13.16. AOB:
There was no other business.

12/13.17. Date of next meeting: Wednesday 17th October 2012, Location TBC.

The meeting closed 12.45

The Chairman………………………………………. Date……………….
Item 6  

Report from the Executive Committee

Author:  
Steve Rodrick  
Chief Officer

Summary:  
At its meeting on 20th September the Executive Committee:

1. Received and approved a finance report on the provisional outturn to the end of August 2012.

2. Discussed and approved the draft medium term Financial Plan 2012-2015.


5. Reviewed and amended the Risk Management Register.

6. Noted a report on Secretary of State appointments to the Board.

7. Received and discussed a report on High Speed 2.

8. Approved a proposed Farm Advice Project.


10. Noted a report on changes to the Planning System.

Purpose of Report:  
To advise Board members of the matters considered, and decisions taken, by the Executive Committee under delegated powers.

Finance Report April - August 2012

1. The Finance Officer presented a report of financial performance from April- August. There were no exceptional items to report. Based on performance to date, with expenditure slightly below prediction and income slightly above, the end of year outturn would show a small surplus.
Medium Term Financial Plan 2012-2015

2. The medium term plan had been revised to take account of the end of year position for 2012-13. The plan also took into account allocations from the development reserve for projects expected to come on stream in the next few years which cannot be afforded as part of the core budget. The plan continues to maintain a conservative estimate of financial support from local authorities and anticipates a continuing tight restraint on pay, which is by far the Board’s largest form of expenditure.

3. The Executive Committee is maintaining a policy of modest use of reserves to help balance the budget whilst ensuring that the Board’s capacity to generate income from new sources improves. The anticipated outturn for 2014-15 is a deficit of £55,000. It was agreed this was likely to be a worst case scenario and not a cause for concern. The position will be helped if there is an increase in interest rates but that is not being assumed in the forecast.

4. To date the Board has held £135,000 as a general reserve only to be used in the event the Board is to be wound up. In practice this is not only unlikely in the foreseeable future but a year or more’s notice is likely to be given. The current provision may be on the high side so this will be reviewed.

Treasury Management

5. The Board complies with the Treasury Management code of practice published by the Chartered Institute of Public Finance and Accountancy. Accordingly the Treasury Management strategy is kept under constant review and reported to the Executive Committee twice a year.

6. In 2011-12 the forecast income from investments was £7,000, and was exceeded by 33% giving an income of £9,448.

7. The Committee has adopted a very cautious investment strategy and funds are only invested in HSBC and HBOS. No sums have been invested for more than 364 days.

Insurance Cover

8. The Committee reviewed the Board’s insurance cover and approved the appointment of a broker, J.Bennett based in High Wycombe, to advise on its insurance needs and to secure the most appropriate cover. The committee also decided to reduce the level of cover it needs for contents and business interruption. It is likely the current premium of approx £8,800 can be reduced by approx. £2,000.
Review of Risk Register

9. The Committee reviews the risk register every 6 months. Currently all risks are manageable. The highest risk remains that of a significant drop in annual income from the local authorities and DEFRA. In practice both are manageable due to the timescales involved and the Board’s satisfactory level of reserves.

10. Whilst all individual risks are deemed to be manageable it was decided to consider potential impacts if there was combination of risks. In practice the nature of the Board’s work and modus operandi means it generally carries low levels of risk in all areas.

Secretary of State Appointment to the Board

11. The Committee received a report on the current vacancy following Kevin Mayne’s resignation in February and recent offers of extended terms to several existing members.

12. The Committee resolved to help DEFRA to promote the current vacancy which will be advertised in mid October (since confirmed as the 15th). It was also noted that the Secretary of State will have to appoint 4 new members with effect from April 2014. It was considered unfortunate that so many long standing members would be standing down at the same time.

Proposed Farm Advice Project

13. The Board had been invited by the Environment Agency (EA) to lead jointly a Chilterns Farm Advice Project. The aims of the Project are to improve the ecological status of Chilterns rivers and promote good farming practices to reduce water use and diffuse pollution.

14. This was part of an emerging pattern of joint initiatives involving the Board/Chalk Streams Project, the EA and other partners such as the Thames River Restoration Trust.

15. The Board would provide £4,000 in cash over 2 years together with £16,000 in kind (officer time). The Environment Agency will provide £70,000 most of which will be required to buy in support to provide technical advice to landowners and to fund promotional campaigns.

Recommendation

1. To note the matters discussed by the Executive Committee and the decision made under delegated authority.
Item 7  

**Report from the Planning Committee**

**Author:** Colin White - Planning Officer

**Summary:** The Planning Committee met on 5th September. The following items were discussed:

1. High Speed 2 update
2. AONB Management Plan Review
3. Feedback from events
4. Planning Conference 2012
5. Student research project
6. Luton development issues
7. Responses to development plans
8. Responses to planning applications

**Purpose of Report:** To bring to the attention of the Board the items considered by the Planning Committee and decisions taken under delegated powers.

**High Speed 2 update**

1. The Committee was informed about recent activity in connection with HS2 and particularly: the five ongoing judicial reviews; feedback from the second round of Community Forum meetings; the Board’s response to the EIA scope and methodology report and the publication of the final scope and methodology report and response to the public consultation (which are being closely examined), and the engagement that had been undertaken between HS2 and the Board in connection with proposed viewpoints for the landscape and visual assessment. The recent changes in membership of the Government’s Cabinet, possible changes in airports policy, the change in the way that the AONB is being valued and possible mitigation measures were also discussed.

**AONB Management Plan Review**

2. The Committee had been copied various relevant extracts from the current AONB Management Plan and were informed about the proposed timetable for the review. Some key issues were highlighted including: the impacts of large developments taking place in the setting of the AONB; the implications of the Big Society, Localism and neighbourhood planning; water use, cost and availability; noise and tranquillity and climate change. A detailed discussion took place about the possibility of boundary changes. Any suggestions that may form part of any review should be forwarded to the Board to be logged. The extracts that had been forwarded were discussed and a number of suggestions, updates and comments were noted, in particular in connection with issues such as waste, the setting of the AONB, the current development plans situation and tranquility (both noise and light). The suggestions would be fed into the officer meetings that are taking place.
Feedback from events

3. The Committee received feedback from a number of recent events including: the Planning Forum in May; the Chilterns Buildings Design Awards in June, and Planning Training for Parish and Town Councils in June and July. The events had been well attended and feedback from each was good. The Committee agreed that the notes of the meetings that had taken place in connection with re-invigorating the Planning Forum should be forwarded to the local planning authorities, along with a note about which planning applications the Board wishes to be consulted on. The next Planning Forum will take place in November and will focus on the AONB Management Plan review. The changes made to the format for the Design Awards ceremony were well received. The Planning Training had been attended by 95 people representing 42 different Parish and Town Councils and most felt that the format and timings should remain as at present though with a longer session (3 as opposed to 2 hours).

Planning Conference 2012

4. This year’s Planning Conference took place on 3rd October at Benson Parish Hall in South Oxfordshire. The theme for the Conference was: ‘The National Planning Policy Framework - Where do we go from here?’ The 75 delegates heard a series of stimulating talks on this subject. Feedback from the event was generally very good. Copies of the presentations have been uploaded to the AONB website.

Student research project – implications of internet land sales

5. A discussion took place about the conclusions and recommendations detailed in a report prepared by a student from Oxford Brookes University Planning School in connection with the implications of internet land sales on the AONB. The report concluded that: there appeared to be little agricultural use taking place; scrub encroachment was taking place; some of the plots are becoming unmanaged and some are looking purposefully unkempt in appearance resulting in adverse impacts on the landscape. The report recommended the continued use of Article 4 Directions but also suggested greater use of untidy site notices by local authorities. The Committee resolved to: note the report; ensure that local authorities are contacted about untidy sites in the future, and thank the author of the report.

Luton development issues

6. The Committee was informed about the various development pressures that currently exist around Luton and noted the outcome of a recent visit by Members and others to the area. The Committee noted the responses that had been submitted on recent development plan consultations. The Committee agreed that the small working group that had recently been established should be maintained and that it should meet to discuss
issues related to development pressures and AONB Management Plan and possible boundary reviews.

**Responses to Development Plan**

7. The development plans responses detailed below were approved by the Committee.

**English Heritage Great Western Railway main line designation consultation**

8. English Heritage had consulted on 50 structures along the Great Western Railway that deserve further attention and a full assessment for listing (or review) as they may be affected by a proposed electrification scheme. The Board supported the review of two of the structures (Gatehampton and Moulsford Viaducts) which are currently listed as Grade II.

**Bucks CC Minerals and Waste Core Strategy proposed modifications**

9. Various modifications which would ensure consistency with the AONB and Board’s purposes were supported. Objections were made in connection with the modification related to the waste transfer station proposal at Amersham and a related modification which detailed the fact that there would be a significant movement of waste within the County, with much of this being by road.

**Oxfordshire CC Minerals and Waste Core Strategy proposed submission**

10. The Board expressed serious reservations about the proposal to identify a new mineral working area at Cholsey and whether extraction could take place without causing harm to both the Chilterns and North Wessex Downs AONBs. Other less sensitive locations should be considered before this site. For a site a Caversham the Board considered more should be done to protect the character and views from the AONB’s setting. Comments were also made about the impact arising from screen planting at both sites.

**Bedford Borough, Central Bedfordshire and Luton Borough Councils Minerals and Waste Core Strategy proposed main and additional modifications**

11. The Board had objected to a modification which sought deletion of ‘legislation’ from a reference which dealt with the protection afforded to the Green Belt and AONB.
Wycombe DC Delivery and Site Allocations DPD

12. The Board supported a number of policies which sought the opening up or de-culverting of the River Wye and improvements to its corridor. Support was also offered to various other policies which dealt with: open space and river corridor improvements; green networks and infrastructure; green spaces; conservation of sites, habitats and species; biodiversity in development and protection and enhancement of river and stream corridors.

Luton BC Local Plan 2011-2031 issues

13. The Board sought to ensure that full account would be taken of the AONB and its setting as the Local Plan was being drafted, and that any new development should take full account of its context, be well designed and sustainably constructed. All necessary facilities and infrastructure should be provided by the developers in a timely manner. The Board sought a specific policy in connection with the need to ensure that the natural beauty of the AONB is conserved and enhanced. Full account should be taken of the Design Guide and Technical Notes.

Central Bedfordshire Council Draft Development Strategy

14. The Board sought greater prominence for landscape issues and the need to ensure the conservation and enhancement of the Chilterns AONB. The AONB should be subject to a specific mention earlier in the document. The protection to be afforded to rural shops and pubs was welcomed. The Board objected to the inclusion of the A6 to A505 road scheme as part of the infrastructure schedule as it is premature and could be dealt with in a later plan (post 2031). The Board supported various policies dealing with: rights of way; high quality development (though this could usefully include reference to the Design Guide); renewable energy; water efficiency; biodiversity and geological conservation; Green Infrastructure, and woodlands, trees and hedgerows. The policy dealing with the AONB was welcomed though it was considered that it did not reflect legislation and national policy. Objections were made in connection with the proposed north of Luton strategic allocation (30 hectares of which would be within the AONB) and rail freight interchange at Sundon Quarry, whilst seeking greater involvement in the production of any master plan for the area.

Responses to planning applications

15. The Committee heard that in the year from 1st April the Board has been consulted on 63 applications and had made 11 representations (all objections). 2 of these had been decided with 50% in line with the Board’s comments.

Recommendation

1. The Board notes the report from the Planning Committee.
Item 8  

Annual Audit Return 2011-12

Author: Chris Smith  Finance Officer

Summary: The Audit Commission have completed their audit of the Board’s accounts for 2011-12 and have drawn to the attention of the Board four matters arising.

Purpose of the Report: To inform members of the completion of the external audit for 2011-12.

Background:

1. The Board is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control.

2. The Board prepares an annual return in accordance with proper practices which:
   - Summarises the accounting records for the year ended 31 March 2012; and,
   - Confirms and provides assurance on those matters that are important to the auditor’s responsibilities.

3. The auditor appointed by the Audit Commission, BDO, is required to conduct an audit and, on the basis of the review of the annual return and supporting information, to report whether any matters give cause for concern that relevant legislation and regulatory requirements have not been met.

Audit Conclusion:

4. On the basis of their review, in the opinion of the auditor the information in the annual return is in accordance with proper practices and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

5. The auditor has drawn four matters to the attention of the Board. These are detailed in the “Issues Arising Report” attached.

Responses and Action:

6. The following responses are offered to the issues raised:

   1. Whilst it is unlikely there will be any changes to the Financial Regulations and Standing Orders they will be reviewed at a future meeting of the Executive Committee.
2. Payment authorisation procedures already exist. They will be repeated in the new version of Financial Regulations.

3. The income referred to relates to the Countryside Festival which is run in partnership with the National Trust. Although all the income is collected by the Board, 50 per cent of the profits are paid to the Trust. In order to show a meaningful reflection of the amount of income earned by the Trust and the cost of achieving it, it has always been the practice to net the payment off both the income and expenditure. In future the management accounts presented to the Executive Committee will continue to show this but the Annual Audit Return will show the gross amounts.

4. The meeting of the Board was held on 21 June, just a few days before the deadline of 30 June for submitting the Annual Return. Because the minutes had not yet been prepared an identical form of words was sent to the auditors under the Finance Officer’s signature. The minute reference on this note was not the same as the final version sent subsequently under the Chairman’s signature.

**Recommendation:**

1. To approve and accept the audited annual return and issues arising report for 2011-12 and agree to the responses and action set out above.
Section 3 – External auditor’s certificate and opinion

Certificate
We certify that we have completed the audit of the annual return for the year ended 31 March 2012 of:

Respective responsibilities of the body and the auditor
The body is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The body prepares an annual return in accordance with proper practices which:

• summarises the accounting records for the year ended 31 March 2012; and
• confirms and provides assurance on those matters that are important to our audit responsibilities.

our responsibility is to conduct an audit in accordance with guidance issued by the Audit Commission and, on the basis of our review of the annual return and supporting information, to report whether any matters that come to our attention give cause for concern that relevant legislation and regulatory requirements have not been met.

External auditor’s report

(Except for the matters reported below)* on the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the body:

Please see enclosed report

(continue on a separate sheet if required)

External auditor’s signature

External auditor’s name

Note: The auditor signing this page has been appointed by the Audit Commission and is reporting to you that they have carried out and completed all the work that is required of them by law. For further information please refer to the Audit Commission’s publication entitled Statement of Responsibilities of Auditors and of Audited Small Bodies.
ISSUES ARISING REPORT FOR
Chilterns Conservation Board
Audit for the year ended 31 March 2012

BDO
Introduction

The following matters have been raised to draw items to the attention of Chilterns Conservation Board. These matters came to the attention of BDO LLP during the audit of the annual return for the year ended 31 March 2012.

The audit of the annual return may not disclose all shortcomings of the systems as some matters may not have come to the attention of the auditor. For this reason, the matters raised may not be the only ones that exist.

The matters listed below are explained in further detail on the page(s) that follow;

- Financial Regulations and Standing Orders need updating
- Financial regulations do not include details of payment authorisation procedures
- Income netted off against expenditure
- Minute reference
The following issue(s) have been raised as there are minor errors on the annual return which we wish to draw to the attention of the body so they do not occur again in future years.

Income netted off against expenditure

What is the issue?
The body has received some income in the year that has been netted off against expenditure in Section 1 of the Annual Return.

If the income and expenditure was included gross the figures for 2012 in Section 1 should be as follows:

Box 3  £817,857
Box 6  £327,713

We are satisfied that the balances carried forward are correct.

Why has this issue been raised?
Gross income has not been disclosed in accordance with proper practices.

What do we recommend you do?
The body must ensure that the accounts are disclosed in accordance with proper practices. All other income received must be disclosed in box 3 and not netted off against expenditure.

Further guidance on this matter can be obtained from the following source(s):
Governance and Accountability in Local Councils in England - A Practitioners Guide, NALC/SLCC

Minute reference

What is the issue?
A minute reference has been entered in Section 1 and Section 2, which is incorrect.

The statements were approved and the minute reference should be 12/13.8.

Why has this issue been raised?
The approval of the sections have not been fully disclosed in accordance with the requirements.

What do we recommend you do?
The body must ensure that the annual return approval is adequately disclosed.

Further guidance on this matter can be obtained from the following source(s):
Governance and Accountability in Local Councils in England - A Practitioners Guide, NALC/SLCC
The following issue(s) have been raised to assist the body. The body is recommended to take action on the following issue(s) to ensure that the body acts within its statutory and regulatory framework.

Financial Regulations and Standing Orders need updating

What is the issue?
The body’s Financial Regulations and Standing Orders require updating, as they do not refer to the 2011 Accounts and Audit regulations, but to an older outdated version.

Why has this issue been raised?
The body is at risk of not conducting its business legally, efficiently and effectively.

What do we recommend you do?
If the body has not yet updated the Standing Orders and Financial Regulations it must do so as soon as possible or in any event before the end of the current financial year.

The body can contact its local NALC representative who will be able to provide the body with an updated model set of Standing Orders and Financial Regulations, which incorporate the changes introduced by the Accounts and Audit (England) Regulations 2011, which the body should review, amend if necessary and formally adopt. This adoption must be minuted and the minute reference and date recorded on the Financial Regulations for future reference.

Further guidance on this matter can be obtained from the following source(s):
NALC representative, NALC website - (www.nalc.gov.uk)

Financial regulations do not include details of payment authorisation procedures

What is the issue?
The financial regulations of the body do not include details of payment authorisation procedures.

Therefore, it cannot be established whether payment authorisation procedures are in accordance with statutory legislation in this area.

Why has this issue been raised?
There is a potential weakness in the internal controls if there are no written and approved procedures to control the approval and payment of expenditure items. Payment authorisation procedures may not be compliant with the relevant legislation.

What do we recommend you do?
The body should ensure that the financial regulations are amended to include regulations describing the procedure for payment approvals. This should include the relevant control procedures in place to ensure that there is adequate segregation of duty in this area and adequate review.

Further guidance on this matter can be obtained from the following source(s):
NALC/SLCC
No other matters came to our attention.

For and on behalf of
BDO LLP

Date: 04 September 2012
Item 9  Report on HS2

n.b This paper is based on a report given to the Executive Committee on 20th Sept 2012

Author: Steve Rodrick  Chief Officer

Summary: Recent activity includes:
1. Meeting with Secretary of State for Transport.
2. Exchange of letters with Secretary of State.
3. Attendance at Community forum meetings.
5. Meeting with HS2 Ltd on selection of viewpoints to be used for the visual assessment.
6. Development of Tunnelling Options.

Planned activity includes:
1. Assessment of final version of the scoping report for the EIA.
2. Attendance at community forum meetings.
3. Participation in the Bucks mitigation panel.
4. Liaison with HS2 Ltd on visual assessment.
5. Setting up of Working Party with HS2 Ltd.

Purpose of the Paper: To advise members of recent and planned HS2 related activity.

Meeting with Secretary of State for Transport

1. On July 9th, at the invitation of Rt.Hon Justine Greening MP then Secretary of State for Transport, the chief officer and Ray Payne of the Board, and Alison Doggett, then chairman of The Chiltern Society met in her office. The reason for the meeting was the Secretary of State’s desire to hear more about the specific concerns about HS2 Ltd’s impact on the Chilterns. Also present were DfT officials and a member of HS2 Ltd’s environmental team.

2. The occasion afforded the opportunity to reinforce oft made arguments about the detrimental impact on the landscape of the AONB, its enjoyment and the quality of life of local people. The scope to consider tunnelled options was also made, but the Secretary of State believed firmly that she had announced improvements to the route in January 2012 and did not accept that a full length, or a least longer tunnel(s) was realistic or affordable.
3. Despite raising concerns about the effectiveness of the community engagement process the HS2 Ltd official insisted that generally they were working well. (this assertion is not supported by any community forum)

4. The Secretary of State was asked why the National Ecosystem Assessment methodology, commissioned and welcomed by the Government in June 2011, had not been applied to HS2 Ltd, but a more simplistic valuation system had been used which gave no value at all to the AONB. Her answer suggested this was being considered by her economists and she promised to put them in touch with us. (nothing has since happened) The NEA was developed precisely to make sure that in any proposal for major development the impact on ecosystems was included and, if necessary, given a monetary value.

5. The points discussed were followed up in a letter. A reply was received in August (copy attached). It suggests that little was achieved by the meeting. Of particular concern is the apparent reluctance to adopt the national ecosystem assessment methodology. However, there is some evidence to suggest that the Department for Transport stance is not consistent with that taken by the Treasury. This issue is being pursued.

6. This issue was covered by Andrew Gilligan in a major article in The Telegraph. He highlighted the apparent reduction in the valuation of landscape impacts by HS2 Ltd. In spring 2011 the valuation was over £4 billion but as a result of a change in the methodology has been reduced to less than £1 billion.

7. The Board will be aware that in the recent ministerial reshuffle Justine Greening was replaced by Patrick McLoughlin, formerly the chief whip and MP for Derbyshire Dales (Matlock). There is a need to reply to the previous Secretary of State’s letter, not least to correct some inaccuracies but, in particular, to seek clarification about the valuation methodology used to value the impact on the landscape. His Minister of State, Simon Burns MP, will now take the lead on high speed rail.

Community Forum Meetings

8. There are now three Community Forums covering the Chilterns (Wendover, Halton and Dunsmore: Gt.Missenden and South Heath: Chalfonts and Amersham). Each meets approx every 2-3 months and also involves a locally organised pre-meeting. Between officers and Board members an attempt is being made to cover all meetings. Despite much effort there is a growing belief that the meetings are being held in order to claim that there has been a process of engaging the community. There has been a great deal of friction which is now calming down, but it has left a widely held view, all along the line, that they are achieving little. There never was much confidence they would achieve a great deal but what little confidence that did exist, is ebbing away.
9. Thus far no significant changes to the alignment, design or possible mitigation has been discussed in any detail or agreed by HS2 Ltd.

10. The forum in Camden has been suspended because the local community had so little confidence in what it would achieve, and disappointment in the approach adopted by HS2 Ltd.

11. An ad hoc committee of MPs primarily concerned with compensation for those adversely affected by HS2 is also considering the effectiveness, or lack of it, of the community engagement process. The Board was invited to make a submission and Shirley judges attended (13th Sept) in her capacity as chairman of the Gt.Missenden campaign group.

12. There has been a recent round of forum meetings for each of the three forums covering the AONB. In general HS2 Ltd spent much of the meeting giving presentations and telling those present what they have done or propose to do. Thus far there has been little discussion on possible changes and rarely do they seek the view of the community. The HS2 Ltd staff and their consultants do not seem to have sufficient authority to discuss, let alone agree, changes and often do little more than promise to report back to the next forum. To date the subsequent reporting back has not been as informative or helpful as hoped for.

13. The recent round of meetings provided little information. Of some note was confirmation that there will be large work camps at the tunnel portal in Mantles Woods near Hyde Heather, another near the Annie Bailey pub to the south of South Heath on the Gt.Missenden - Chesham road, and a third along the entire west side of South Heath. HS2 Ltd also confirmed that they will be making significant changes to the road network with closures, diversions and new junctions.

14. There will be four tunnel ventilation shafts along the Chalfont to Little Missenden section. Two locations have changed.

15. Throughout HS2 Ltd have refused all requests to provide maps, technical briefing papers or papers to explain their proposals. Much of this essential information is provided verbally at the meetings, which prevents prior consideration and discussion.

**Environmental Impact Assessment Scoping and Methodology Report**

16. Along with many other organisations the Board submitted comprehensive comments on the draft scoping report earlier in the summer. On 3rd September HS2 Ltd published the final report. It is over 200 pages long and the assessment of whether HS2 Ltd has accepted many of the recommendations on how it could be approved is still ongoing. This version is not for consultation but it is important that it is assessed for how well it accommodates the Board’s expectations.
Visual Assessment

17. The Board was specifically mentioned in the draft EIA scoping report as one of those organisations which would be consulted on the visual assessment of HS2. That report was published in March. In early August the Board was advised it could submit comments on the proposed viewpoints to be used for the visual assessment with a deadline of 28th August. The supporting information was poor and due to annual leave the deadline would have been impossible to meet.

18. A meeting was held in mid August with HS2 Ltd and several of their consultants. Natural England and the National Trust also attended. It transpired that HS2 Ltd had not previously consulted Natural England on the landscape impact assessment, despite NE being the government’s advisors on such matters.

19. HS2 Ltd accepted that an extension to the end of September was needed as they had failed to provide the necessary information. That process is ongoing and it seems unlikely that sufficient information and explanation will be given. In practice the Board has spent scare staff time proposing additions to the selection of viewpoints otherwise HS2 will continue with an unacceptable baseline survey.

20. There is an ongoing frustration, of which this is another example, that the Government is attempting to do the least possible environmental assessment and limit engagement with others to ensure it makes as few changes as possible to its plans, and thus attempt to stick to a very tight timescale for presenting the draft hybrid bill to parliament by the end of 2013.

Development of tunnelling options

21. A group of civil engineers, including Ray Payne, have been considering additional tunnelling options to those considered by HS2 Ltd. Their aim was to develop an option based on as long a tunnel as possible, fully bored rather than cut and cover, which would minimise damage to the Chilterns. This possibility was raised with the Secretary of State, who was deeply sceptical such an option existed that was both realistic and affordable, but did hint that she would consider it if presented, but emphasised that we should not raise our hopes. Her subsequent letter seems to suggest that the department has made up its mind on this.

22. However the group has developed options including a fully bored tunnel for the entire length and the Chilterns. Broadly such a tunnel might be feasible but would inevitably incur greater costs, something in the order of £300 million. It would mean the cost was actually close to that originally allocated by DfT for the route through the Chilterns. The revised route published in January 2012 will be cheaper to construct. However the longer bored tunnel would obviate the need for compensation to property owners, avoid severance of farms and loss of ancient woodlands. It is arguable that the combined value of real monetary savings and notional
savings generated by the tunnel would provide the lowest cost to society. As over 60% of the benefits included in the business case for HS2 by Government are only notional monetary benefits this approach would be consistent with that already adopted.

23. A piece of work that still needs to be undertaken is such an evaluation of all real and notional costs and benefits. Currently all notional benefits have been included by HS2 Ltd in their business plan. The Department has also used the lowest possible value for impacts of HS2 on land type which assigns no value to the AONB designation.

24. At the central Chilterns Community Forum (Gt.Missenden and South Heath) HS2 Ltd were asked organise a special meeting to discuss the mitigating options for the current design. To date they have only announced decisions on the alignment and design rather than being willing to discuss them with the community. At the time of writing no date has been confirmed.

**Code of Construction Practice**

25. If HS2 is eventually given the go ahead by Parliament (no earlier than spring 2015) the Code of Construction Practice will identify how the construction will be managed to reduce negative impacts on the environment and local communities. The Board is organising a workshop on 12th October for members of the Community Fora. It is anticipated that in the spring a version will be issued for public consultation. An early draft has been published and sent for comment to local authorities and some statutory bodies - the Board was not included.

**Recommendations**

1. The Board requests that HS2Ltd/DfT undertake a full valuation study of the actual and notional costs and benefits of a full length bored tunnel under the Chilterns.

2. The Board requests, once again, that the Government applies the National Ecosystem Assessment methodology to determine the potential and value of impacts of HS2.
From the Secretary of State

Mike Fox
Chairman
Chilterns Conservation Board
The Lodge
90 Station Road
Oxon
OX39 4HA

30 AUG 2012

Dear Mr Fox,

Thank you for your letter of 26 July 2012, following our July meeting about HS2.

I am glad you found the meeting useful and I was pleased to have the opportunity to discuss matters with you directly. Your letter raises a number of points which I shall address in turn.

Regarding the National Ecosystem Assessment, recommendations from working groups at Departmental level are not considered binding until they have been cleared by HM Treasury, peer reviewed and approved by the Chief Economist Approval Group and published as supplementary guidance to the Green Book by HM Treasury.

DfT updates its appraisal guidance on an annual basis, taking into account the latest evidence where possible. There will be an opportunity for you to comment on changes, and I have informed economists in my Department who are now aware of your interest. We are currently working with Defra in order to agree best practice across Whitehall. However, this is a detailed piece of work and it will take some time before it is completed.

However, the assessment of landscape impacts described in WebTAG is based on the "environmental capital" approach. This considers a variety of factors including the physical and cultural characteristics of the land itself. Therefore, the features of an Area of Outstanding Natural Beauty (AONB) are already considered in the WebTAG landscape assessment. It is also important to note that this quantitative assessment is only one of many factors that influence decision making.
For example, the Environmental Impact Assessment is qualitative and will make a broader assessment of the value of the land based on a wide variety of factors such as the tranquillity and character of the area.

As I said at our meeting, I recognise the importance of protecting the Chilterns as far as possible. I have already spent a great deal of time and care examining different options for reducing impacts to the area. Changes to the route following consultation ensured that in the AONB, 7.5 miles would be in tunnel and 3 miles would be hidden in deep cutting, meaning that only 1.5 miles of the route will be visible. Whilst any suggested changes will be considered by HS2 Ltd engineers, I remain of the firm view that a tunnel under the full length of the Chilterns is not a practical option.

Regarding the depth of cutting at South Heath, I understand that you do not agree with the changes made following consultation and would prefer deeper cuttings. However, these changes are indicative of HS2 environmental specialists and engineers responding directly to points raised locally. People were concerned about the width of cuttings, land take, surface and visual impacts and the quantity of spoil generated. HS2 Ltd engineers, based on the experience of HS1, consider that the shallower cuttings remain similar to the deeper depth in terms of visual and noise mitigation and so, balancing a range of local views, cuttings of approximately nine metres deep were considered the best option.

I note your view on community forums. I am aware that these can be difficult discussions and that people along the route can feel frustrated when answers to their questions are not immediately available. That said, I know that there has been some positive outcomes and HS2 Ltd have taken many actions away from the meetings. Going forward, as more information becomes available, HS2 Ltd will also be in a position to provide more detailed answers to questions. As you say, there are signs the discussions are improving and I feel it is important that communities have opportunities to input suggestions and ask HS2 Ltd questions in person.

I understand that you have misgivings about the draft Scope and Methodology of the Environmental Impact Assessment (EIA). I am grateful for your comments on the document and they will be considered by the Environmental Overview Consultants before finalising it. I should say however that many other environmental organisations, statutory and otherwise considered the document to be generally robust. A large number of constructive comments were made as to how it might be improved and amendments will be made as a result. The revised document will be published shortly, accompanied by a separate report describing the major changes made.
I am committed to a quality, sustainable design for HS2 that is appropriate to the character of the local area. HS2 Ltd has collected data over a number of years, including during the Appraisal of Sustainability, to support decision-making. This information is supported by a vast range of up-to-date data including topographic survey, LiDAR and hyperspectral airborne imaging. The wealth of data and records provided by local authorities and organisations such as local Wildlife Trusts is also very useful. The EIA will build on this existing baseline and provide a depth of environmental information upon which to develop the best possible design for the scheme.

I can reassure you that there is still plenty of time ahead to influence decision making and the EIA will not be completed within a few months as you say. Engineers will continue to respond to new information from the EIA and community groups in the year ahead. Following the EIA a draft Environmental Statement will be consulted on in spring 2013 and views will be taken into account before the introduction of the hybrid Bill in autumn 2013.

I hope this is helpful.

Best wishes,

JUSTINE GREENING
Item 10  Review of AONB Boundary and Management Plan

Author:  Steve Rodrick  Chief Officer  
Colin White  Planning Officer  
Kath Daly  Countryside officer

Summary:  The programme for reviewing the AONB Management Plan includes public consultation in late summer/autumn 2013. By that time the Board needs to decide whether to include recommendations to review the AONB boundary.

Purpose of Report: To highlight the need to consider whether to include in the AONB Management plan review recommendations for changing the boundary.

n.b. A presentation will be given to accompany this item.

Background

1. The Board needs to decide whether it wishes to pursue a review of the AONB Boundary. If it does then it is essential it is referred to in the revised AONB Management Plan due to be published for public consultation by late 2013. This will require the Board to come to a view in the next few months on whether it wishes to request a boundary review and, with confidence, to be in position to propose specific areas with an indicative boundary. Ideally the Board should also be able to demonstrate widespread support for such a review with relevant evidence that any extensions are of AONB quality and would benefit from designation as part of the AONB.

2. In 2012 Natural England lifted the moratorium on reviewing the boundaries of AONBs that had been in place since 1990. In fact the last review was of the Chilterns (1984 - 1990). Currently Natural England is beginning the process of assessing the need to review the boundaries of the Surrey Hills and Suffolk Coast and Heaths. This will not be a rapid process and can be time consuming so it should not be expected that Natural England will rush into agreeing to many more boundary reviews. However, much of the work undertaken to establish the New Forest and South Downs National Parks, and more recently the extension to the Yorkshire Dales and Lake District National Parks, has helped clarify some of the criteria and legal processes.

3. This work has been developed further by the publication of draft criteria for boundary reviews of AONBs in 2011. Although that draft guidance has still to be ratified by Natural England’s Board it provides a useful working document.

4. The boundary of the Chilterns AONB is one of the most convoluted and the Chilterns is one of very few AONBs which falls into more than one
area. There is a general view that it is a particularly difficult boundary to
draw but in places is not quite right. In some places that is by yards, in
others by miles.

5. In September 2011 a small group of staff and Board members took a look
at a number of sections of the boundary along the foot of the escarpment
between Chinnor and Princes Risborough, to test confidence in where it
is currently drawn. At all sites the boundary was considered to be in the
wrong place. No doubt such an in depth analysis of the entire boundary
would throw up many such examples.

6. There are three larger areas where there is an argument it should be
extended considerably:

- South Bucks
- Hertfordshire (to the east of Luton)
- South of the Thames (Henley to Cookham)

There is also a case for including Totternhoe near Dunstable and the
area between Chesham and Hemel Hempstead.

7. The three main areas would cover approximately 180 sq,kms (the current
area of the AONB is 833sq.km) so extensions on this scale would be
significant. Preliminary visits have been made by staff and it is proposed,
subject to the view of the Board, to establish small working groups for
each area. to investigate further the basis for any proposed extensions

8. Any successful proposal has to be underpinned by careful analysis of the
quality of the landscape. Therefore it is proposed that Bettina Kirkham, a
professional in this field, leads this work for the Board. It would be helpful
if, at least two Board members who are reasonably local also participate
on each working group.

9. The possible extension of the AONB has to be supported by local
authorities to have a chance of success. Informal soundings have been
taken with Chiltern DC, South Bucks DC and Herts CC, all of which been
positive so far. The Natural England team working on a revision to the
National Character Area profiles have been alerted.
### Timetable for Reviewing the AONB Management Plan

<table>
<thead>
<tr>
<th>Stage</th>
<th>Timetable</th>
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</thead>
<tbody>
<tr>
<td>Planning the review</td>
<td>April - June 2012</td>
</tr>
<tr>
<td>In-house review + partners</td>
<td>June - Dec 2012</td>
</tr>
<tr>
<td><strong>Consideration of possible boundary review</strong></td>
<td><strong>Sept – Jan 2013</strong></td>
</tr>
<tr>
<td>Prepare draft SEA Scoping Report</td>
<td>Jan - March 2013</td>
</tr>
<tr>
<td>Formal draft SEA Scoping Report issued for consultation</td>
<td>March - May 2013 (6 weeks)</td>
</tr>
<tr>
<td>Review of consultation feedback</td>
<td>May – June 2013</td>
</tr>
<tr>
<td>Preparation of draft Management Plan and draft Environmental Statement</td>
<td>By October 2013</td>
</tr>
<tr>
<td>Consultation on draft Management Plan and draft Environmental Statement</td>
<td>Nov – Jan 2014 (12 weeks)</td>
</tr>
<tr>
<td>Review of consultation feedback</td>
<td>By end of Feb 2014</td>
</tr>
<tr>
<td>Publish Review of Management Plan</td>
<td>April 2014</td>
</tr>
</tbody>
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11. It is still proposed to do as much in house, but there is a likelihood that some assistance will be needed with Strategic Environmental Assessment (SEA).

12. A one day seminar (7th November) has been organised for Board members to consider the major, strategic factors which will affect the Chilterns in the next few years. The next AONB Management Plan must reflect the ever changing social, political and technical context.

13. The Executive Committee considered an earlier draft of this paper and is recommending to the full Board that the review of the AONB Management Plan should include proposals for changing the AONB boundary.

**Recommendation**

1. The Board includes in the AONB Management Plan review proposals for changing the boundary of the AONB.
Item 11  

**Report on Impact of National Planning Policy Changes**

**Author:** Colin White  Planning Officer

**Summary:** The Government has recently announced a package of measures to promote growth in the construction sector. Without specific caveats there are likely to be implications for the AONB.

**Purpose of Report:** To advise members about the likely implications arising from recent Government announcements about changes in the planning system.

**Background**

1. The Government has announced a package of measures that it hopes will help deliver up to 70,000 new homes and 140,000 jobs, including a £40bn guarantee for major infrastructure projects and £10bn for new homes. It is claimed that one of the aims is to slash red tape across the planning system and, thereby, encourage new building activity.

2. Nothing has been published for consultation at the time of writing. However, it is understood that the measures are likely to include the following:

   1. Subject to the introduction of legislation (applicable for 3 years), if house builders can prove that affordable housing requirements make some development commercially unviable then they will be able to remove the requirement (wholly or in part with decisions being taken by the Planning Inspectorate).

   2. Government will prioritise local plan examinations where councils are proposing a revision to Green Belt boundaries.

   3. New legislation for Government guarantees of up to £40 billion for major infrastructure projects and up to £10 billion for new homes.

   4. Up to 15,000 new affordable homes and 5,000 empty homes brought back into use using new capital funding of £300m.

   5. An additional 5,000 homes built for rent at market rates.

   6. Thousands of major commercial and residential applications to be directed to a major infrastructure fast track and where councils performance is deemed poor (by DCLG?), developers can opt to have their decision taken by the Planning Inspectorate.

   7. Measures to try and deal with perceived poor performing planning departments, if they have failed to improve the speed and quality of their work and allowing developers to bypass councils.

   8. Subject to consultation, for a time limited period (understood to be 3 years) and in non protected areas (which are not defined), allowing
certain extensions and alterations to property to be undertaken as permitted development.

**Commentary**

3. The £300m funding promised for new affordable housing will amount to £15,000 per dwelling which is unlikely to produce the desired result. When coupled with the removal of affordable housing requirements from some proposed developments it is not inconceivable there will be fewer such houses built in the future.

4. The Green Belt may be under significant threat. This is a great concern, particularly as much of the AONB overlaps with the Green Belt. With possible reviews through local plans the Board will need to remain vigilant.

5. The ability to remove some applications from the normal planning system and seek their determination by the Planning Inspectorate represents a top-down approach. The role of the national designation of AONB needs to be reinforced to ensure that development is appropriate in location, scale and design. This is harder to achieve with decisions made remotely.

6. It is understood that the changes would allow extensions that could be up to 8m deep on detached properties and 6m deep on semi-detached/terraced properties. For example The Lodge (the Board’s offices) is a detached property that is approximately 11.5m x 11m; this change would allow a single storey rear extension up to 8m deep to be built without permission. This would fundamentally affect the character and appearance of the building. If this were to occur widely it could result in significant detrimental impacts to many buildings and settlements.

7. The Board should seek reassurances from Government that the proposed changes will not apply to the AONB.

**Board response**

8. It is arguable whether the proposed changes would result in an increase in the provision of affordable housing and may lead to a significant decrease.

9. Revision to the Greenbelt is likely to recue protection given to those parts of the AONB where both designations apply.

10. The removal from certain local authorities of decision-making on some applications would lead to a return to a top-down approach that makes it more difficult to give sufficient weight to local circumstances. This appears to be inconsistent with recent changes designed to give local communities more say in planning matters.
11. The relaxation of permitted development rights for extensions to residential and other properties could lead to a significant increase in such developments. In AONBs this is likely to be detrimental. In many instances extensions of the scale proposed would lead to fundamental changes in the character of many buildings and settlements.

12. There must be a high likelihood that the proposed temporary changes (3 years) will become more permanent, leading to the probability of incremental and detrimental changes over a longer period.

13. Because of the likely detrimental impacts the Board, together with AONBs and National Park Authorities, should seek reassurance from Government that none of the proposed changes will apply to Article 1(5) land (which includes AONBs).

14. The Board should also seek re-assurance that all current regulations (building regulations for example) and prior approval procedures (for certain forms of agricultural development for example) will remain in place.

Recommendation

1. That the Board makes representations to Government as outlined in paragraphs 8 to 13 and seeks the support of local MPs.
Item 12  Review of the Ancient Woodland Inventory

Authors: Steve Rodrick  Chief Officer
          John Morris  Director,
          Chiltern Woodlands Project

Summary: Based on a new survey the area of ancient woodland identified in the Chilterns AONB has increased from 9,827 hectares to 11,058 hectares. As 60% of all woods in the AONB are ancient the Chilterns is one of the most important areas in England for ancient woodland.

Purpose of the Report: To inform members of the results of the survey and to advise the Board to press for the maximum protection to be given to ancient woodland.

n.b. a presentation on this items will be given at the Board meeting.

For further information incl. a copy of the full report  
http://www.chilternsaonb.org/about-chilterns/woodlands/ancient-woodland.html

Background

1. Ancient woodland is defined as woodland which has survived continuously since 1600. It is rare, covering only 2% of England, and irreplaceable. Contrary to assertions by a recent Secretary of State for Transport, it is not possible to trans-locate an ancient woodland. Many of its special qualities are based on its longevity and relative lack of disturbance, especially to its soils.

2. Because of its special qualities and irreplaceability it is essential that all surviving fragments are identified. The national Ancient Woodland Inventory was based on survey work carried out over 20 years ago, but more recent surveys in Kent and Sussex showed that national inventory under recorded ancient woodland by approx 15%. This was supported by a pilot survey in the Chilterns in 2007. Subsequently the Conservation Board, Forestry Commission and Natural England commissioned a full survey which has been completed and published. A number of local authorities (Bucks CC, Chiltern DC, Dacorum BC, Herts CC and Wycombe DC) provided funding and so the survey was extended to cover those contributing districts in full. This report only quotes the figures for the AONB.

3. To the surprise of many only 15% of England's ancient woodland is designated as a Site of Special Scientific Interest. The remainder does not enjoy any legal protection but is given policy level protection by the formal planning system which presumes that no development would be given approval if it would result in damage to ancient woodland. A number of planning enquiries has upheld this policy.
4. Clearly that policy protection cannot be applied to ancient woodland if there is no comprehensive, up to date and reliable inventory. The newly published Chilterns Ancient Woodland Survey provides that data. Based on a combination of extensive desk based research and a considerable number of field visits, the revised survey has identified there are 11,058 hectares of ancient woodland in the AONB, 12.5% more than the previous figure of 9,827 hectares.

5. The reasons for such a large discrepancy were that the earlier survey excluded woods of less than 2 hectares and omitted or misidentified woodland now confirmed as ancient. There was a small area previously included which has now been excluded. The total area of woodland in the AONB is 18,277 hectares of which over 60% is ancient, one of the highest proportions of ancient woodland in the country.

6. It is vital that these woods are not only conserved but, where possible, expanded and linked. Many species which characterise ancient woodland are not mobile, consequently small and isolated ancient woodland will gradually lose biological diversity. A large wood is much more ecologically robust and a linked network of ancient woodland provides significant critical mass for some species i.e. bats.

7. With encouragement of the Forestry Commission and Natural England and the involvement of the Chiltern Woodland Project the Board should continue to take a leading role to bring ancient woodland into management and create new links between woods.

8. It is also vital the planning authorities know exactly where all the ancient woodland is to be found to ensure it receives the appropriate level protection when determining planning applications.

9. It is disappointing that the same approach has not been adopted by HS2 Ltd as its proposed alignment will involve the destruction of parts of four woods covering 4 hectares and damaging or isolating several more. Perhaps most notable is Mantles Wood near Hyde Heath where the tunnel will emerge and a large work camp will be located on adjacent fields. HS2 Ltd has been advised of the availability of the new information, which it has acknowledged, but at the time of writing has not formally requested for the purposes of preparing the Environmental Impact Assessment.

Recommendations

1. To note the publication of the report and the increased area of ancient woodland identified.

2. The Board supports the Forestry Commission and Natural England to ensure there is a high level of awareness of the revised inventory.
<table>
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<tr>
<th>No.</th>
<th>Area of Work</th>
<th>Key Actions and Outputs</th>
<th>CCB Budget</th>
<th>Progress to September 2012</th>
</tr>
</thead>
</table>
| 1   | Management of Chalk Grassland | - Support for site management on 3 sites.(contributing to improved management on around 15 ha lowland calcareous grassland.)  
- Training Programme  
- Chalk Grassland Managers Day (50 delegates)  
- Promotion of ELS and HLS  
- Support for BBOWT chalk grassland project | £1,000     | Chalk grassland management audits carried out on 7 sites in the Radnage Valley. Management requirements and constraints identified, and programme of works for winter 2012-13 under development. Led by CCB, with input from CCB volunteer (ex BBOWT), WDC (woodland service), BBOWT chalk grassland project, and Butterfly Conservation.  
Support provided (to date in form of officer time) to North Chilterns Chalk project to encourage collaboration between land managers.  
Chalk Grassland Managers Day 15th June, Whitchurch on Thames |
with site visits either side of the River Thames, 53 participants, input from North Wessex Downs AONB and ONCF. Highly successful format, very positive feedback.

| 2 | Management of Commons | - Support for site works (10 no.) (contributing to improved management /restoration of around 15 ha BAP priority habitat)  
- Annual Commons Day (40 delegates)  
- Training Programme for local groups  
- Support for Commons Network  
- Publication and promotion of guidance incl. newsletter (2 editions)  
- Maintenance of database  
- The HLF project has a large work programme. It will include work on at least 10 commons and | £5,000 plus HLF grant | - Commons Day at Moorend Common attended by 69 people, very positive feedback received.  
- 8 training courses 2012-2013  
- Commons Network – Site visit to Maidensgrove Scrubs held in June followed by HLF project evaluation workshop. December meeting to visit Downley/ Naphill.  
- 2 e-bulletins produced and distributed.  
- Database completely updated in August 2012.  
- HLF project is already committed to fund practical work on 6 commons (Coleshill, Moorend, Dew Green, Pitstone, Berkhamsted, Woodcote) with further applications expected.  
- Over 140 volunteers have
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</table>
|   |   | involvement of 140 volunteers and up to 10 major events | already volunteered for this Commons Project and this number continues to grow steadily.  
- Events are being delivered as planned and have all been well attended. |
| 3 | Woodland Management |  
- Advice and training on all aspects of woodland management to owners of small woodlands (target of 50 no. = 200 hectares of woodlands) – via Chiltern Woodlands Project.  
- Hedgerow Trees Initiative to promote management and planting of trees in hedgerows and in-field  
- An application to the Heritage Lottery Fund for a Box Woodland Project will be submitted before April 2012. If approved it will secure a grant of approx. £35,000 over a 2 year period to undertake a survey to identify fragments of box woodland, raise awareness of its ecology and management requirements. |  
- 30 owners advised on 250ha of woodland  
- No progress on Hedgerows and in-field trees initiative  
- HLF grant awarded of £79,400 |
| 4 | Ancient Woodlands |  
- To complete the survey of all woodlands to identify ancient woodland (partnership with NE, FC and CWP). Feb 2010- June 2012. |  
- Completed  
- Launch event in July  
- New page on website created for ancient woodland  
- £10,000 (ring fenced reserves + income from) |
### 5. Promotion of good land management practice

- The final survey will be published and launched in June 2012
- Active promotion of uptake of the agri-environment and forestry grant schemes
- Advice service, especially to new owners of land.
- Promotion of good hedgerow management

**£4,000**
- Advice provided to 7 landowners in Radnage Valley (see above.)
- Working to set up Chiltern’s Hedge laying course.

### 6. Conservation of Chalk Streams

- Continue to support the Chalk Streams Project and employ the project officers
- River restoration programmes for Misbourne, Chess, Gade, Ver, Bulbourne, Hughenden, Wye
- Riparian Management incl. willow pollarding and river corridor landscape enhancement
- River enhancement through schemes and support of local community partnerships –
  - Dacorum Environment Forum Water Group (R. Ver, Bulbourne)

**£19,200**
- Combination of project grant aid, ring fenced reserves and project support budget
- Project operating with full support
- Doctor’s Meadows restoration project completed – April. Total cost - £11,850. Balance of budget to be moved to support Sarratt Meadows Project.
- Awaiting agreement from Thames River Restoration Trust
and R. Gade)  
- River Chess Association  
- Impress the Chess partnership  
- Misbourne River Action  
- Revive the Wye  
- Ver Valley Society

- Implement relevant actions in CCB Management Plan.  
- Comment on all relevant plans  
- Liaising with Environment Agency and Water Companies to reduce abstraction

<table>
<thead>
<tr>
<th>Projects in development</th>
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<tbody>
<tr>
<td>River corridor enhancement – R. Ver at Drop Lane (Hert CMS/H&amp;MWT/EA/Ver Valley Soc. partnership project) CMS to submitted funding bid in October.</td>
</tr>
<tr>
<td>Expression of interest submitted to Defra Catchment Restoration Fund in May (4 projects). WTT led application for restoration of R. Wye at Desborough, submitted. Application unsuccessful. CRF funding 85% allocated. September application window cancelled.</td>
</tr>
<tr>
<td>Projects submitted – R. Bubourne, Boxmoor (£30K); R. Chess, Lord’s &amp; Scotsbridge Mills (£60K); R. Misbourne, Gerrard’s Cross (£70K).</td>
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<tr>
<th>Local River Groups</th>
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<tr>
<td>Assisted Ver Valley Soc in</td>
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</table>
- Setting up riverfly monitoring group on river
- River Chess Association successfully lobbied for doubling of storm overflow capacity at Chesham Sewage Treatment works. Work completed in April.
- Submitted evidence to EFRAC as part of inquiry into Water White Paper.
- Provided comments on Hemel Hempstead Master Plan and Jellicoe Water Garden restoration plan.
- Veolia options appraisal report (part of phase 2 low flow alleviation of Misbourne) delayed. Final report due to be passed to EA in October. CCSP asked to provide comments on plan prior to submission.

| 7 | Orchards | - Develop new project  
- Recruit volunteers  
- Undertake survey work and condition assessment  
- Training programme  
- Events programme  
- Submit bid to HLF  
- Promote grants and advice to | This project will only go ahead if the workload arising from HS2 is low enough to enable | - No progress. On hold for the foreseeable future. |
<table>
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<tr>
<th></th>
<th>8</th>
<th>Response to Planning Applications and Strategies</th>
<th>Submit response on relevant planning applications. (approx 40)</th>
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<tr>
<td></td>
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<td>Submit response to consultation on development and mineral plans</td>
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<td>Respond to all relevant national and regional planning plans.</td>
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<td>Staff time. It is impossible to determine the scale of input needed at this stage, but is likely to be an ongoing area of work for many years</td>
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<tr>
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<td>76 applications consulted on, 15 representations submitted</td>
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<td>21 development plans consulted on, responses submitted on 13 to date</td>
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<td>Includes consultations from DfT, English Heritage, Environment Agency and Natural England</td>
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<td>9</td>
<td>High Speed 2 Railway</td>
<td>Maintain objection to HS2 proposal</td>
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<td>Develop additional mitigation proposals if appropriate</td>
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<td>£10,000 Staff time. It is impossible to determine the scale of input needed at this stage, but is likely to be an ongoing area of work for many years</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Too many actions to list separately. This area of work is taking up a considerable amount of staff time.</td>
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<tr>
<td></td>
<td>10</td>
<td>Promote Planning Policies and Guidance</td>
<td>Publish Planning Policy Guidelines</td>
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<td></td>
<td>Offer training and advice</td>
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<td></td>
<td>£1,500 Staff time (may need allocation</td>
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<td>Guidelines – no progress</td>
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<td>Training – undertaken for Parish and Town Councils as part of biennial programme, 95</td>
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</tbody>
</table>
|   | Roads in the Landscape | Promotion, Lobbying, Assessment, Staff Time | Revised guidance promoted as part of responses on development plans and planning applications.  
|   |                        |                                               | Low noise surfacing requested in all relevant responses.
|   |                        |                                               | No new major highway proposals.
|   |                        |                                               | HS2 work ongoing.
| 11 | Promote newly published and revised guidance.  
|   | Lobby for low noise road surfaces.  
|   | Assess major highway proposals for environmental impact.  
|   | Assess likely impact of rural lane network of HS2 and seek assurances on design and specification of any diversions and reinstatements necessary. | Staff time | £500  
|   | | | Design Guide promoted as part of responses on development plans and planning applications.
|   | | | Buildings Design Awards held – 11 entries, 45 attendees at Ceremony.
|   | | | Planning Conference organised, 62 delegates booked.
|   | | | HLF bid in preparation.
|   | Promote use of all published guidance.  
|   | Organise Building Design Award with C’Soc (20 entries ).  
|   | Organise annual Planning Conference. (70 delegates.)  
<p>|   | An application to the Heritage Lottery Fund for a Chilterns Historic Farmsteads Project will be | £500 |</p>
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<th>submitted before April 2013. If approved it will secure a grant of approx. £75,000 over a 3 year period to recruit and train volunteers, undertake survey work and produce information that would be available online and disseminated via various means (walks, talks and other engagement).</th>
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<tbody>
<tr>
<td>13</td>
<td>Under-grounding of power lines</td>
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<td></td>
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<td>• Identifying power lines suitable for under grounding (1no.)</td>
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<td>• Securing agreement from power companies (EDF and Scottish and Southern) to include in their 5 year regional programmes</td>
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<td></td>
<td>Staff Time</td>
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<td>• Preparatory work in progress on four schemes (Dunstable Downs, Drayton Beauchamp, Mill End and Turville)</td>
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<td>• SSE agreed to accept bids for 2010 to 2015 review period</td>
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<td>14</td>
<td>Building design, renewable Energy and climate change</td>
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<tr>
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<td>• Publish guidance on building design adaptation for climate change</td>
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<td>• Publish position statement on renewable energy technology</td>
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<td>£2,500</td>
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<td>Staff Time</td>
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<td></td>
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<td>• No progress</td>
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# Promoting, Understanding and Enjoyment

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<tr>
<th>No</th>
<th>Area of Work</th>
<th>Key Actions and Outputs</th>
<th>CCB Budget</th>
<th>Progress to September 2012</th>
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</table>
| 17 | Events Programme          | - What’s On programme – on line  
- Wildlife on the Move Programme (12 events)                                               | Sponsorship/ advertising income target of £1,000    | - Events section on website regularly updated – autumn winter events added               |
|    |                           |                                                                                        |                                                     | - Programme of events at Aston Rowant developed, including Glow Worm walks (x4) in June / July (approx 80 attendees), Go Wild in the Chilterns event (August – approx 200 attendees), Lantern Walk planned for October (Income from these events £587) |
|    |                           |                                                                                        |                                                     | - Wildlife on the Move (24 events) Hobbs of Henley / Chinnor and Princes Risborough Railway Assoc (donation from Hobbs £200) |
| 18 | Orchards Project          | - Community Engagement programme  
- Volunteers (50 days)  
- Research  
- Events                                                      | Staff time New funding source to be secured – poss HLF bid | - No progress                                                                         |
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<tbody>
<tr>
<td><strong>Chilterns Conservation Board Meeting</strong></td>
<td><strong>17th October 2012</strong></td>
<td><strong>19</strong></td>
<td><strong>Red Kites</strong></td>
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<tr>
<td><strong>Web pages and leaflets</strong></td>
<td><strong>Talks</strong></td>
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<tr>
<td><strong>Events Programme</strong></td>
<td><strong>Friend of Red Kites scheme</strong></td>
<td><strong>Merchandising</strong></td>
<td><strong>Information service</strong></td>
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<td><strong>£1,000</strong></td>
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<tr>
<td><strong>Friends of red kite scheme suspended</strong></td>
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<tr>
<td><strong>Talks / walks provided by volunteers – income £265</strong></td>
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<td><strong>Merchandise income ~ £875</strong></td>
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<td><strong>20</strong></td>
<td><strong>Countryside Festival</strong></td>
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<tr>
<td><strong>Countryside Festival</strong></td>
<td><strong>4,000 visitors</strong></td>
<td><strong>100 exhibitors</strong></td>
<td><strong>Net income of £3,000</strong></td>
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<td><strong>No net cost to CCB</strong></td>
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<tr>
<td><strong>6,000 visitors</strong></td>
<td><strong>120 exhibitors</strong></td>
<td><strong>Net income to CCB likely to be in the region of £6,000 (TBC)</strong></td>
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<td><strong>21</strong></td>
<td><strong>Major Events Programme</strong></td>
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<tr>
<td><strong>Attend 5 major events</strong></td>
<td><strong>Henley Show</strong></td>
<td><strong>Bucks Show</strong></td>
<td><strong>2 others</strong></td>
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<tr>
<td><strong>£1,000</strong></td>
<td><strong>Donations- £1,000</strong></td>
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<tr>
<td><strong>Organised Go Wild in the Chilterns at Aston Rowant NNR in partnership with NE</strong></td>
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<tr>
<td><strong>Had a stand at 4 major events :</strong></td>
<td><strong>Go Wild in the Chilterns</strong></td>
<td><strong>Bucks Show</strong></td>
<td><strong>Henley Show</strong></td>
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<tr>
<td><strong>Countryside Festival</strong></td>
<td><strong>Tring Museum Wildlife Day</strong></td>
<td><strong>Ridgeway Art exhibition at Vale &amp; Downland Museum</strong></td>
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<tr>
<td><strong>22</strong></td>
<td><strong>People and Places Project</strong></td>
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<td><strong>Add 15 profiles (total to 100)</strong></td>
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<tr>
<td><strong>Part of web site budget.</strong></td>
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<tr>
<td><strong>No profiles added to date</strong></td>
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<tr>
<td><strong>Production of booklet underway</strong></td>
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</table>
### Chilterns Conservation Board Meeting

**17th October 2012**

<table>
<thead>
<tr>
<th></th>
<th>Publication based on profiles currently on web site</th>
<th>To be self financing</th>
<th>Talk given to Amersham Society</th>
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<tbody>
<tr>
<td><strong>23</strong></td>
<td>Schools Programme</td>
<td><strong>£1,000</strong></td>
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<tr>
<td></td>
<td>• Promote education packs for Understanding the Chilterns in Place and Time, chalk streams and Red Kites</td>
<td></td>
<td>• Education pack income £50</td>
</tr>
<tr>
<td></td>
<td>• Undertake teaching / training for schools, colleges, adult learning</td>
<td></td>
<td>• Income from other teaching commissions £535</td>
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<tr>
<td></td>
<td>• Support Trout in the Classroom project (two schools in Chess Valley)</td>
<td></td>
<td>• 14 school groups at Aston Rowant / Field Farm</td>
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<tr>
<td></td>
<td>• Develop on line learning zone</td>
<td></td>
<td>• Teacher taster day planned for October 2012</td>
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<tr>
<td></td>
<td>• Undertake education sessions at Field Farm / Aston Rowant</td>
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<tr>
<td><strong>24</strong></td>
<td>Access for All Programme</td>
<td><strong>£1,100 plus partner contributions</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Chilterns Country Routes</td>
<td></td>
<td>• Update and reprint of Thames and Chilterns walk from Henley well underway. It is being sponsored by Hotel du Vin in Henley.</td>
</tr>
<tr>
<td></td>
<td>• Re-prints as necessary with sponsorship for each one</td>
<td></td>
<td>• Review complete. Some actions necessary, underway.</td>
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<tr>
<td></td>
<td>• Undertake annual review of all Chilterns Country Routes</td>
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<td></td>
<td>• Promote access to the countryside by public transport by means of the Chilterns Country walks.</td>
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<tr>
<td></td>
<td>• Continue working with Forestry</td>
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<tr>
<td>Item</td>
<td>Details</td>
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<tr>
<td><strong>Commission at Hodgemoor Woods and Woodland Trust at Penn Wood to take forward Access for All improvements.</strong></td>
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<tr>
<td>- Work with CSoc to design and promote 2 new stile-free routes (Crocker End and Goring-on-Thames).</td>
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<tr>
<td>25</td>
<td>Countryside Close to Home</td>
<td></td>
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<tr>
<td>- Promote Walks and Rides section on web site to promote access opportunities close to home – target 100,000 visits per annum.</td>
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<tr>
<td>- Develop site and ensure good links with new Chilterns Tourism Website</td>
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<tr>
<td>26</td>
<td>Chilterns Cycleway</td>
<td></td>
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<tr>
<td>- Undertake regular review of route and make improvements where needed.</td>
<td></td>
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<tr>
<td>- Continue promoting guide books. Target 2000.no.</td>
<td></td>
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<tr>
<td>- Ensure Chilterns Cycleway is promoted via the new Sustainable Chilterns Gateways project, especially in the gateway hubs. Improve Cycleway signage at gateways towns and encourage</td>
<td></td>
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<tr>
<td>- On-going promotion, many links being made with new Chilterns Tourism web site which is being launched 16th Oct 2012.</td>
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<tr>
<td>- Web site visits slightly below projection</td>
<td></td>
<td></td>
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<tr>
<td>- Book sales now slowing – 450 sales so far this year.</td>
<td></td>
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<tr>
<td>- Project now underway, Chilterns cycling officers (2 full-time posts) now being recruited by CTC, expected to commence work January 2013. Workshops at</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Date</td>
<td>Activity</td>
<td>Description</td>
<td>Attached Funds</td>
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<td>------</td>
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<td>-------------</td>
<td>----------------</td>
</tr>
<tr>
<td>27</td>
<td>Access Conference</td>
<td>Organise conference (70 delegates)</td>
<td>£1,500</td>
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<td></td>
<td></td>
<td>electric bike hire.</td>
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<td></td>
<td></td>
<td>• Ensure Chilterns Cycleway is promoted via the new Chilterns Tourism website project and via the South Oxfordshire Tourism Trails project.</td>
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<tr>
<td></td>
<td></td>
<td>• Help to promote Chilterns Cycleway event being organised by Capital Sport next May 2013.</td>
<td></td>
</tr>
<tr>
<td>28</td>
<td>Enjoying the Historic Environment</td>
<td>Walk Back in Time events programme (Summer and Winter – 40 events)</td>
<td>£2,000</td>
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<tr>
<td></td>
<td></td>
<td>Promote use of Historic Landscape Characterisation (HLC) including training workshop</td>
<td>Advertising - £200</td>
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<td></td>
<td></td>
<td>Chilternsaetna newsletter (biannual-electronic version only)</td>
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<td></td>
<td></td>
<td>Archaeology Fun Day tbc (300 visitors)</td>
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<tr>
<td>29</td>
<td>Enjoying Woodlands</td>
<td>Support training courses on</td>
<td>£3,500</td>
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</tbody>
</table>
|   | Woodland Archaeology | Woodland archaeology organised by CWP  
  - Publish woodland heritage booklet  
  - Organise Annual Woodland Forum with CWP (60 delegates)  
  - Promote Special Trees book | Income to CWP | Planned for 8 March 2013 |
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</thead>
<tbody>
<tr>
<td>30</td>
<td>Wood Fuel Group</td>
<td>Support establishment of Chilterns Wood Fuel Group</td>
<td>£500</td>
<td>No progress</td>
</tr>
</tbody>
</table>
| 31 | Raising Awareness of Farming | Implement programme to raise public awareness of farming.  
  - Walks  
  - Farm Sunday  
  - Updated farming calendar on web site | £500 | Web site promotion of 4 Farm Sunday events and staff support at Kensham Farm event. |
| 32 | Chalk Streams | Management advice visits to riparian owners – 10 no  
  - Increase community involvement in chalk streams management  
  - Hold an Annual Forum (50 delegates)  
  - Published Annual Report  
  - Organise Events Programme  
  - Develop website education resource | £19,000 | 13 advisory visits on six rivers carried out to date  
  - 3 riverfly groups now set up (Ver being the latest)  
  - Phase 2 (interactive material, animations etc.) of education website development commissioned.  
  - Drought watch page set up on website (updated monthly). |
| 33 | Promoting Tourism | • Partner in regional programme. Work with local tourism businesses to develop and market 3 themed short-break packages  
• Promote membership of Green Tourism Business Scheme  
• Distribute literature to tourism businesses  
• Participation in AONB south east tourism project- total value £950,000- Our Land  
• Chilterns Tourism Network Programme incl. web site (total costs £30,000 – bid to LEADER programme for grant of £20,000) | £1,000 | • Partner in Our Land regional tourism project : 49 Chilterns businesses signed up to date. Workshops planned for January 2013  
• Literature sent to tourism businesses  
• Part of working group for new Buckinghamshire Destination Management Plan  
• Project well underway. Chilterns Tourism pilot website now being tested, will be launched 16th October. Promotional flier in production. Promotional programme underway. |
<p>| 34 | Getting to Know the | • Web site developed particularly to | £9,675 | • Website regularly updated. New |</p>
<table>
<thead>
<tr>
<th>Chilterns Conservation Board Meeting</th>
<th>17th October 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Chilterns</strong></td>
<td>provide visitor information. (200,000 visits)</td>
</tr>
<tr>
<td>* Publish Chalk and Trees – two editions published (15,000 copies)*</td>
<td></td>
</tr>
<tr>
<td>* Publish range of information literature*</td>
<td>pages added to Commons, Chalk Streams, Explore and Enjoy, Woodlands sections.</td>
</tr>
<tr>
<td>* 66,285 visit to website during April – August, average of 13,257 per month.*</td>
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</tr>
<tr>
<td>* Spring/Summer edition of Chalk and Trees published and distributed*</td>
<td></td>
</tr>
<tr>
<td>* Information leaflets on Chilterns distributed via TICs, libraries, visitor attractions.*</td>
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<tr>
<td><strong>35</strong> Working with the Media</td>
<td><strong>Issue 40 press releases</strong></td>
</tr>
<tr>
<td>* Target of 10 radio/TV interviews*</td>
<td><strong>Staff time</strong></td>
</tr>
<tr>
<td>* Publish articles – 10no.*</td>
<td>* 10 press releases and 4 letters issued*</td>
</tr>
<tr>
<td>36 Photography</td>
<td>* Update library*</td>
</tr>
<tr>
<td>* Improving cataloguing*</td>
<td><strong>Staff time. £500</strong></td>
</tr>
<tr>
<td>* Training for staff*</td>
<td>* Library expanded with tourism and landscape photos*</td>
</tr>
<tr>
<td></td>
<td>* Research into photo library software undertaken.*</td>
</tr>
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<td></td>
<td>* Organising of library taking place with keyword search function being added*</td>
</tr>
<tr>
<td>* Publish State of the Environment Report (electronic version only)*</td>
<td><strong>£2,000</strong></td>
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<td></td>
<td>* Work underway on draft of State of the Environment Report 2012 – to be published November.*</td>
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<tr>
<td></td>
<td>* Annual seminar to be held Feb/March 2013*</td>
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</tbody>
</table>
|   | Conserving Tranquility | • Object to any proposals which will result in increased noise caused by over flying aircraft of any type.  
• Promote measures to reduce noise pollution arising from road traffic especially along the M40 and ‘A’ roads. | Staff time | • Objections made to Luton Airport expansion plans (initial reports) and comments made about EIA Scoping report |
|---|------------------------|---------------------------------------------------------------------------------------------------------------------------------|------------|---------------------------------------------------------------------------------------------------------------------------------|
| 38| Research Programme     | • Develop and Implement a Research strategy in partnership with local educational and research establishments  
• Create a Student Bursary Fund | Staff Time Up to £5,000 | • Student Grant Fund at draft stage |
## Managing the Chilterns Conservation Board

<table>
<thead>
<tr>
<th>Area of Work</th>
<th>Key Actions and Outputs</th>
<th>Budget</th>
<th>Progress to September 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 AONB Management Plan</td>
<td>• Promotion</td>
<td>Staff Time</td>
<td>• Review of 2008-13 Plan commenced. Member’s workshop planned for 7th November</td>
</tr>
</tbody>
</table>
| 2 Annual Review               | • Publish report  
  • 1,000 copies                                                                   | £1,100         | • Annual Review published in August  
  • 450 copies distributed  
  • Added to website                                                        |
| 3 Board Bulletin              | • Electronic bulletin  
  • 6 editions per year                                                                |                | • 2 editions of email newsletter distributed to 1,000 contacts                           |
| 4 Annual Forum                | • Annual Forum with attendance of 140 representing at least 50 organisations            | £2,300 Sponsorship-£500 | • To be held on 16th November  
  • Venue hired  
  • Invitations sent out  
  • Speakers invited                  |
| 5 CCB meetings                | • At least 4 meetings per year  
  • Av 85% attendance                                                                   | £1,355         | • Meeting held in June  
  • 92% attendance                                                                    |
| 6 CCB Executive Committee     | • At least 4 meetings per year  
  • Av 85% attendance                                                                   | £150           | • 3 meetings held.  
  • Average attendance 67%                                                          |
| 7 CCB Planning Committee      | • At least 4 meetings per year  
  • Av 85% attendance                                                                   | £500           | • 2 meetings held  
  • Av 85% attendance                                                                |
<table>
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<tr>
<th></th>
<th>Sustainable Development Fund</th>
<th>● All funds allocated</th>
<th>£40,000.</th>
<th>● 19 grants awarded to date totalling £21,151</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Annual General Meeting</td>
<td>● To hold an AGM (October)</td>
<td>No additional cost</td>
<td>● Organised for Oct 17th</td>
</tr>
</tbody>
</table>
| 10| AONB Tours                    | ● Two tours held for members (April and Sept)  
   ● Walking tour (June) | £1,500 | ● Tour held in April and walk in July |
| 11| Caring for the Chilterns Fund | ● If approved by the Board in March 2012, launch the Caring for the Chilterns Fund | £2,000 | ● No progress |
Item 14  "Arrangements for the Annual Forum"

Author: Steve Rodrick  Chief Officer

Summary: The annual forum will be held on 16th November in Hastoe Village Hall, near Tring. The target is to attract over 100 delegates representing over 40 organisations.

Purpose of Report: To inform members of the arrangement for the annual forum and to encourage members to generate interest in the event.

Background

1. The annual forum is the main event to report on the work of the Board and to seek views from a wide cross section of other groups of the Board's performance. It also provides an opportunity to discuss major issues affecting the Chilterns which others believe the Board should address.

2. The Annual forum will be held in the recently refurbished Hastoe Village, Hall, once part of a Rothschild Estate in the village of Hastoe near Tring.

3. For many years attendance was in the order of 100-120 delegates representing between 40-50 organisations. Last year numbers dropped to under 100, partly attributable to the introductions of a charge for lunch. The event remains free. It has been noticeable for some time that the number of local authority officers and those from Government agencies has declined markedly.

4. Undoubtedly many more people now rely on web sites, social media and other forms of communication for information and to feed in their views. Nonetheless it is important that this one event is well supported and useful.

5. In the interests of economy a charge for lunch has been introduced, and more cost effective venues identified. The result is that the net cost has reduced from over £1,500 to less than £500.

Recommendation

1. Board members encourage attendance by representatives from potentially interested organisations and members of the public.