

Broadland Overview and Scrutiny Committee

Agenda

Members of the Broadland Overview and Scrutiny Committee

Cllr Nich Starling (Chairman)
Cllr Peter Berry
Cllr Lacey Douglass
Cllr Jonathan Emsell
Cllr Mark Goodman
Cllr Caroline Karimi-Ghovanlou
Cllr Eleanor Laming
Cllr Martin Murrell

Cllr Peter Bulman (Vice-Chair)
Cllr Paul Newstead
Cllr Adrian Tipple
Cllr Emma Tovell
Cllr Shane Ward
Cllr Fran Whymark
Cllr Tony Yousefian

Date & Time:

Tuesday, 9 July 2024 at 6.30 pm

Place:

Upper Yare - Horizon Centre, Peachman Way, Norwich, NR7 0WF

Contact:

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Website: <http://www.southnorfolkandbroadland.gov.uk>

Public Attendance:

This meeting will be live streamed for public viewing via the following link:

<https://www.youtube.com/channel/UCZciRgwo84-iPyRlmsTCIng>

If a member of the public would like to attend to speak on an agenda item, please email your request to committee.bdc@southnorfolkandbroadland.gov.uk, no later than 5.00pm Friday, 5 July 2024.

AGENDA

1. **Declarations of Interest** (Pages 3 - 5)
To receive declarations of Interest from Members (guidance attached)
2. **Apologies for absence**
To report apologies for absence and to identify substitute members
3. **Minutes** (Pages 6 - 8)
To confirm the minutes from the meeting of the Overview and Scrutiny Committee held on 14 May 2024, and consider any matters arising.
4. **Chairman's Announcements**
5. **Public Speaking**
To consider representation from the members of the public who have expressed the wish to convey their views on items on this agenda.

In accordance with the Constitution a period of 3 minutes is allowed per member of the public.
6. **Cabinet Reports**
To consider the Cabinet reports in respect of the 16 July 2024 meeting.

Members are asked to refer to the Cabinet Agenda, which will be published on the Council's website no later than 5 July 2024.

Interests Flowchart

The flowchart below gives a simple guide to declaring an interest under the code.

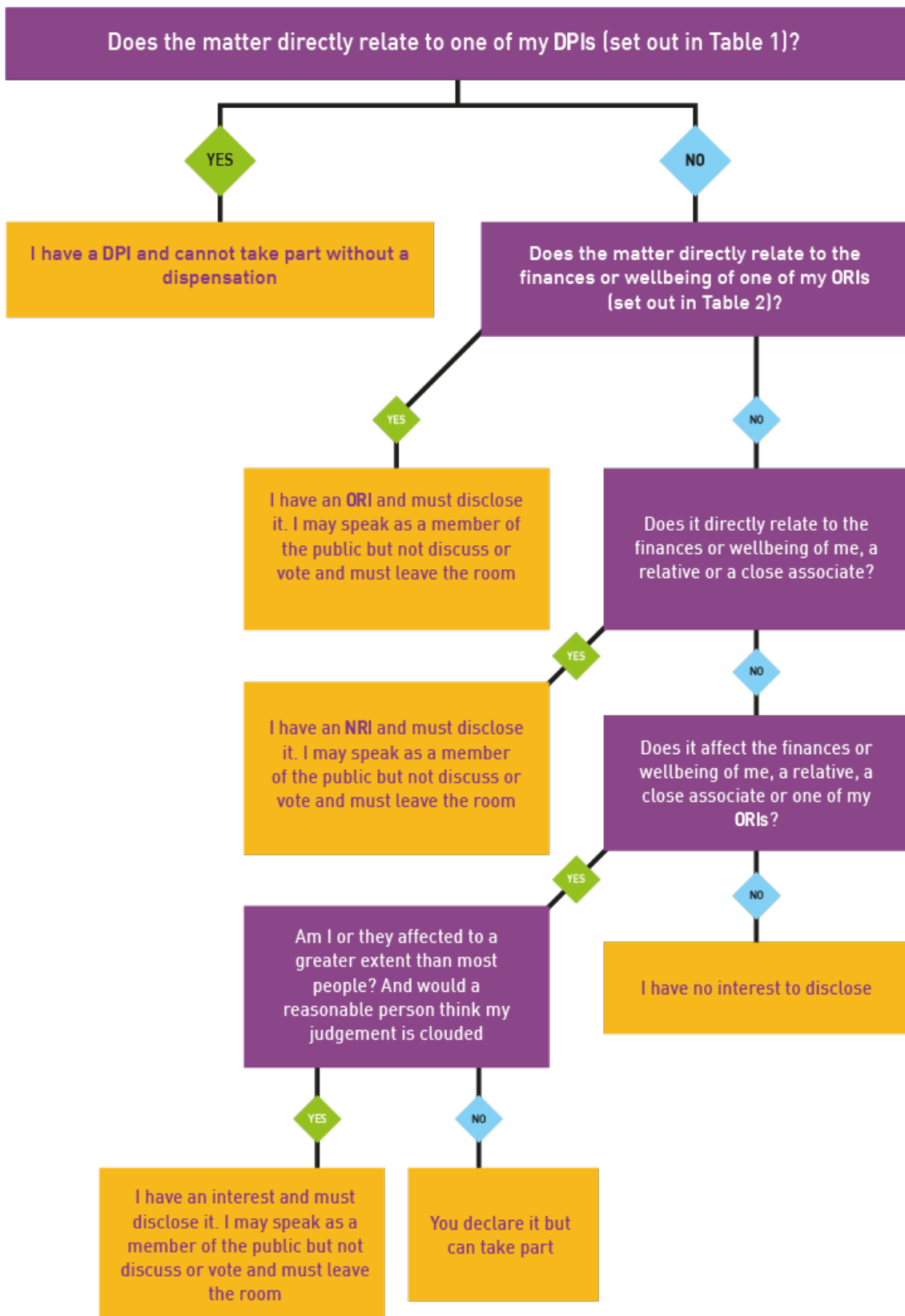


Table 1: Disclosable Pecuniary Interests

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the

[Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012.](#)

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged
Land and Property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer

Corporate tenancies	Any tenancy where (to the councillor's knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
Securities	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registrable Interests

<p>You must register as an Other Registrable Interest :</p> <ul style="list-style-type: none"> a) any unpaid directorships b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority c) any body <ul style="list-style-type: none"> (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management
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Agenda Item 3



BROADLAND OVERVIEW AND SCRUTINY COMMITTEE

Minutes of a meeting of the Broadland Overview and Scrutiny Committee of Broadland District Council, held on Tuesday, 14 May 2024 at 6.30 pm.

Committee Members Present: Councillors: N Starling (Chairman), L Douglass, J Emsell, S Jones, C Karimi-Ghovanlou, E Laming, M Murrell, P Newstead, S Ward, F Whymark and T Yousefian

Apologies for Absence: Councillors: P Bulman (Vice-Chair), A Tipple and E Tovell

Substitute: Councillors: G Nurden (In place of P Bulman)

Cabinet Members in Attendance: Councillors: S Beadle, N Harpley and D Roper

Officers in Attendance: D Lorimer (Director of Resources), S Carey (Strategic Advisor and Deputy Monitoring Officer) and J Overy (Democratic Services Officer)

120. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr P Bulman, A Tipple and E Tovell.

121. MINUTES

The minutes of the meeting held on 16 April 2024 were confirmed as a correct record.

122. CHAIRMAN'S ANNOUNCEMENTS

The Chairman informed members that Cllr Riley, the Portfolio Holder for Finance, would be bringing an update to the Committee on the extension of the two temporary positions in the Economic Growth Team (as considered at the 19 March 2024 Cabinet), in due course.

123. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

That the press and public be excluded from the meeting for the remaining items of

business because otherwise, information which is exempt information by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by The Local Government (Access to Information) (Variation) Order 2006, would be disclosed to them.

124. EXEMPT MINUTES

The exempt minutes of the meeting held on 16 April 2024 were confirmed as a correct record.

125. LEASE OF THE ANNEX AND MEZZANINE FLOOR AT THE HORIZON CENTRE

The Director for Resources introduced the report, which sought approval to let a lease for the Annex Building on the Horizon Centre Site and to also lease spare capacity on the mezzanine floor within the main Horizon Centre.

Members were advised of the terms of both leases and were given assurances about security, access controls, noise mitigation, car parking, public transport, disabled access, electric vehicle points, time periods for usage of the site, the environmental impact and that the properties would be returned to their original condition when the lease periods came to an end.

The proposals in the report would provide an income stream that would help to close the Council's budget gap.

The Committee was also assured that the tenant on the mezzanine floor would be utilising their own facilities, rather than those of the Council.

Members noted that there was a requirement for the business leasing the Annex to apply for a change of use under Planning Regulations. The lease, once agreed, would be signed subject to Planning being granted.

RECOMMENDED TO CABINET

To approve the:

1. Lease of the Annex Building, on the Horizon Centre Site, to the third party described in paragraph 3.1 on the basis of the heads of terms outlined in paragraph 3.5 of this report.
2. Lease of part of the mezzanine floor within the Horizon Centre Building to the named organisation in paragraph 5.1 on the basis identified in section 5.
3. Delegation to the Director Resources in consultation with the Portfolio Holder for Transformation & Organisational Development and the Portfolio Holder for Finance and the relevant Portfolio Holders for South Norfolk Council to make amendments to the heads of terms for both the Annex Building lease and the first lease of part of the mezzanine floor.

4. Delegation to the Director Resources in consultation with the Portfolio Holder for Transformation & Organisational Development and the Portfolio Holder for Finance and the relevant Portfolio Holders for South Norfolk Council to agree future leases in relation to spare capacity on the mezzanine floor of the Horizon Centre Building which are based on the principles outlined in section 4.

(The meeting concluded at 7.02 pm)

Chairman