

OVERVIEW AND SCRUTINY COMMITTEE

Minutes of a meeting of the Overview and Scrutiny Committee of Broadland District Council, held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on Tuesday 12 July 2022 at 4.00pm when there were present:

Committee Members Present:	Councillors: M Murrell (Chairman), S Riley (Vice-Chairman) (for part of the meeting), N Brennan, P Bulman, S Catchpole (for part of the meeting), J Davis, N Harpley (for part of the meeting), S Holland (for part of the meeting), K Leggett MBE, G Nurden (for part of the meeting), S Prutton and N Shaw.
Apologies:	Councillors: K Kelly, C Karimi-Ghovanlou and R Potter
Other Members in Attendance:	Councillors: T Mancini-Boyle, J Leggett and F Whymark
Officers in Attendance:	<p>The Managing Director (T Holden), the Director of Place (P Courtier), the Governance Manager (Deputy Monitoring Officer) (L Mockford), the Assistant Director for Planning (H Mellors), the Assistant Director of Individuals and Families (M Pursehouse), the Assistant Director Economic Growth (G Denton), the Assistant Director for Regulatory (N Howard), the Transformation, Innovation and Internal Consultancy Manager (E Pepper), the Internal Consultancy Lead for the Future Office Accommodation Project (L Booth), the Market Town & Business Development Service Manager (D Disney), the Housing and Wellbeing Senior Manager (R Dunsire), the Housing Standards Senior Manager (K Philcox), the Programme Manager – Economic Growth (D Ballie-Murden), the Senior Governance and Deputy Monitoring Officer (S White) and the Democratic Services Officer (LA).</p> <p>T Collier from the Peer Review team was also in attendance for part of the meeting.</p>

20 DECLARATIONS OF INTEREST

No declarations of interest were made.

21 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Kelly, Cllr Potter and Cllr Karimi-Ghovanlou.

22 MINUTES

With the additional wording under minute 16 '*Cllr Bulman raised a point of order regarding the times of meetings of the Committee. As this was not an item on the agenda it was not accepted.*' the minutes of the meeting held on 28 June 2022 were agreed as a correct record.

23 CHAIRMAN'S ANNOUNCEMENTS

No announcements were made.

24 PUBLIC SPEAKING

There was no public speaking.

The meeting was adjourned at 4:10pm and reconvened at 4:25pm

CABINET REPORTS

25 GREATER NORWICH LOCAL PLAN GYPSY AND TRAVELLER FOCUSED CONSULTATION

This item was withdrawn from the Cabinet agenda prior to the meeting.

26 CITY DEAL BORROWING AND THE ESTABLISHMENT OF THE GREATER NORWICH STRATEGIC INVESTMENT FUND

The Director of Place introduced the report which provided the background to the City Deal borrowing and gave details of the governance, legal and administrative arrangements that would be required to support the proposed new fund.

The Director of Place gave an overview of the purpose of the proposals which were essentially to create a borrowing facility so that the Greater Norwich Growth Board (GNGB) partners had the opportunity to drawdown funding to enable them to provide financial support to infrastructure projects within their jurisdiction. Repayments for the funding provided would then be taken from the pooled CIL funds (Infrastructure Investment Fund (IIF) to which all

partners contributed and so repayments to the Treasury would be from the shared “pot”.

The proposals needed support of all partners of the GNGB and also required an accountable body which would be Norfolk County Council. Ultimately, when a developer/landowner repaid the funding provided to them via this facility, their repayments would be made to the newly established Strategic Investment Fund (SIF), thereby creating a recyclable pot of funding for future projects.

In response to a query regarding the membership of the Greater Norwich Growth Board, it was noted that the Board was made up of Broadland District Council, South Norfolk Council, Norfolk County Council, Norwich City Council and the New Anglia Local Enterprise Partnership (LEP). Regarding a question about the LEP involvement in the board, it was confirmed that they had been involved from the start as an original funder.

In response to a question as to why the fund needed to be created, it was confirmed that the Council would have access to the money to help with projects in the area. The fund would also place fewer restrictions on how the Council used the money.

A concern was raised over the protentional use of the funding for housing and road investment and that money from the CIL pot should be invested in community aspects of the district. Members noted the money would be used for multiple opportunities and could lead to further opportunities to utilise brown field sites rather than green field sites.

A further comment was made that the risks section of the report lacked detail on the impact on the environment.

With regard to a question concerning the governance process of the Council accessing the fund, it was confirmed that any Broadland supported project would be subject to the normal Council decision making process.

After the Director of Place had answered further questions on financial matters as noted in the report, it was reaffirmed that the proposed arrangements would be a benefit to the Council when looking into investing in projects in the district.

Conversation turned to the borrowing rate the Council would be subjected to when accessing the funds. It was confirmed that this would be at the public borrowing loan rate. It was further confirmed that Broadland Council would not be offered the same rate if they were to look at alternative sources.

Before turning to the recommendations, further reassurances were given about the risks of the scheme and it was confirmed that the scheme would follow appropriate governance process. Following a show of hands, with nine members vote for, one against and 2 abstentions, it was resolved to:

RECOMMEND TO CABINET

To recommend that Council:

1. Gives authority to Norfolk County Council, as the Greater Norwich Growth Board's Accountable Body, to drawdown up to £20m from the Public Work Loans Board to create a recyclable fund to support local infrastructure projects as agreed in the Greater Norwich City Deal, subject to the following conditions:
 - The loan is used to create a fund, which will accelerate the delivery of infrastructure projects within the parameters defined within Community Infrastructure Levy legislation.
 - Repayment to be made from the Infrastructure Investment Fund pooled CIL.
 - The fund will be available to any of the Greater Norwich partners acting as lead authority and secured in a borrowing agreement with Norfolk County Council, which will include an agreed repayment schedule and back stop date.
 - Repayments from the lead authority would be made into a new recyclable Strategic Investment Fund.
 - Due diligence and legal arrangements regarding the beneficiary project will be the responsibility of the lead authority.
2. Agrees the draft legal agreement that will commit future pooled Community Infrastructure Levy income as repayment against the drawdown of up to £20m through the Greater Norwich City Deal (amounts will be drawn in stages see Appendix D and E)
3. Subject to recommendation 2, upon each staged drawdown totalling no more than £20m, the GNGB to be granted delegated authority to sign the legal agreement together with their s151 officers, under the direction of Norfolk County Council as the Accountable Body and in accordance with their signed Joint Working Agreement
4. Agrees that the GNGB be given delegated authority to manage the allocation of the City Deal borrowing and later, governance of the Strategic Investment Fund in line with the draft Terms of Reference - Appendix A and B.

Councillors: Harpley and Riley left the meeting at 4:50pm

27 ENFORCEMENT POLICY

The Assistant Director for Regulatory introduced the report and outlined the key principles for the new overarching Enforcement Policy; the aim of which was to cover all the key areas to ensure legislation was followed for all general enforcement issues. There were specific areas of legislation individual to each area, for example planning, food hygiene, which would then be dealt with by specific, thematic, detailed policies.

Members noted that the legal team was currently reviewing the new policy and an additional recommendation was required to enact any amendments advised by the legal team.

The Chairman confirmed with the lead officer that any substantial changes would come back through the Committee process if required.

A member suggested that for future policy updates it would be useful for officers to highlight the changes between the existing and proposed documents for clarity.

In response to a member's query on whether any changes proposed by the Environmental Excellence Policy Development Panel had been adopted, it was confirmed that these had been incorporated where applicable. Members noted that these changes had been incorporated to help give clarification on certain areas of the Policy.

After a member queried if the proposed policy would benefit planning enforcement at the Council, the Assistant Director for Regulatory explained that the area sat separate to this policy but had been updated recently.

Following a show of hands, it was unanimously agreed to:

RECOMMEND TO CABINET

To recommend to Council:

1. to agree to the adoption of the proposed over-arching Enforcement Policy at Appendix 2 to replace the existing overarching enforcement policy, retaining as separate documents its other existing thematic enforcement policies, and;
2. to delegate to the Assistant Director for Regulatory in consultation with the Portfolio Holder for Environmental Excellence to enact any amendments advised by the legal team following the completion of their review.

28 ECONOMIC GROWTH STRATEGIC PLAN

The Committee considered the report which detailed the proposed Broadland Economic Growth Strategic Plan 2022 – 2027 which sought Council's endorsement of the plan.

The Plan and the summary document had been considered at a number of Economic Success Policy Development Panel meetings with the revisions included in the final Plan. Work had also been carried out with external partners and built into the proposed plan. Officers confirmed that, if approved by Council, the summary document would be used and promoted externally.

Following a show of hands, with eight members voting for and two against it was resolved to:

RECOMMEND TO CABINET

To recommend to Council:

to approve and adopt the Economic Growth Strategic Plan 2022 – 2027 and use of the Broadland Summary as an externally facing document.

29 SHARED PROSPERITY FUND – INVESTMENT PLAN

Members considered the report which explained that, to access Broadland's UK Shared Prosperity Fund (UKSPF) allocation, an investment plan needed to be submitted setting out measurable outcomes that reflected local needs and opportunities. The report proposed Governance arrangements to ensure expenditure met the requirements of the funding and requested that delegated authority be given to finalise and submit an investment plan within the required timescales.

The Strategic Growth Projects Manager detailed the recommendations in the report and summarised the key issues. As with all district councils, Broadland had been awarded an allocation of funding via a funding formula. The proposal was to focus on three principal interventions, building on existing work streams to maximise the impact of funding and better secure the delivery of outcomes within the required timeframe. As there was no ability to carry forward any underspends, careful consideration of spent profiles was needed.

The three areas being funded included: Communities and Place (pride in place work programme), Support for Local Business (Cambridge Norwich Tech corridor work programme) and People and Skills (apprenticeships work placements and a council led training offer). Discussions were ongoing with other Districts and the County Council and with the LEP regarding wider possibilities.

Cllr Holland left the meeting at 5pm

In response to a question regarding why there were multiple funding streams at both District and County level, officers explained that the matter was complicated with funds available from multiple sources. Members noted that Broadland Council was able to control the funding highlighted in the report for use within the district only.

Conversation turned to the help and support which the Council offered to Town and Parish Councils. Members were made aware that the Council currently employed an officer who worked in the area above providing support. Officers further explained that funding had been set aside to help with local community infrastructure in the area.

After members raised a query on whether the funding distribution was monitored to make sure the whole District was covered. Officers explained that economic growth in parts of the district would affect the wider area. The Assistant Director for Economic Growth also noted that the Council could not guarantee all areas being covered by the funding but reinforced the point that the funding would benefit the whole district.

Following a show of hands, it was resolved to:

RECOMMEND TO CABINET

1. To approve the principal areas of investment as set out within this report.
2. Delegate to the Director of Place, in consultation with the Section 151 Officer, the Managing Director and the Leader of the Council, for the sign off and submission of a three-year investment plan to meet the requirements of the UKSPF.
3. Delegate to the Director of Place to finalise the initial and ongoing Governance arrangements for the UKSPF.
4. Delegate to the Director of Place, in consultation with the Section 151 Officer, the Managing Director and the Leader of the Council, to make any non- substantive changes to the investment plan as required the Department of Levelling up Housing & Communities and to sign the contract and accept the terms of the UKSPF, subject to appropriate legal advice.
5. Delegate to the Director of Place, in consultation with the Section 151 Officer, the Managing Director and the Leader of the Council, for the commitment and expenditure of the Council's allocation of UKSPF in line with the investment plan.

30 NORFOLK STRATEGIC FUND GRANT: BUSINESS BUILDER

Members considered the report which was seeking endorsement for the delivery of a suite of interventions to complement the Council's business support offer, enabled by the Norfolk Strategic Fund (NSF). The report requested authority be delegated to the Assistant Director for Economic Growth, in consultation with the Portfolio Holder for Economic Growth to use the grant monies in support of the Business Builder programme outlined in the report.

In response to questions on where the money would be spent, and whether members would have oversight of the projects it was used to support, officers explained that funding would be split into different areas of support and would be given according to demand and if it matched the structured criteria. Members noted that data from grant funding would be fed into the performance management report which came before members.

A concern was raised on the environmental impact of the proposals and that a focus was needed to look into clean growth within businesses. It was also noted that a lack of specific criteria noted in section 6.2 could lead to it being overlooked. The Market Town & Business Development Service Manager commented that the main purpose of the proposals was to help new businesses to start up and officers did not want to halt this progression with extra restrictions

Following a show of hands, it was resolved to:

RECOMMEND TO CABINET

1. to endorse the proposed revised programme of activity to be funded from the Norfolk Strategic Fund grant.
2. to delegate authority to the Assistant Director of Economic Growth, in consultation with the Portfolio Holder for Economic Development to determine the use of the balance of the grant monies in accordance with the programme detailed in the report.
3. to officers submitting a variation request to the Norfolk Strategic Fund for the new programme of work detailed in the report.

31 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.

Cllr Catchpole left the meeting at 5:19pm

32 GARDEN WASTE DISPOSAL CONTRACT PROCUREMENT

The Assistant Director for Community Services introduced the exempt report which looked at the Garden Waste Disposal Contract procurement. The report set out the findings from the exercise and set out options for the Council going forward.

Members noted some further updates to the financial aspects of the report. Following a show of hands, it was unanimously resolved to:

RECOMMEND TO CABINET

To agree to the recommendations laid out in the exempt report.

33 THORPE LODGE – OPTIONS FOR THE SITE

The Transformation, Innovation and Internal Consultancy Manager introduced the exempt report which detailed options for the Council's current operational site - Thorpe Lodge. Officers confirmed that the report outlined the top three market led options for the site all of which had a requirement to market due to planning policy requirements. Members noted that the paper sought agreement only to market the site and was not an agreement to a specific sale.

During discussion, officers highlighted key areas of the report to members and answered questions on finance and other aspects detailed in the exempt report.

Following a show of hands, with seven members voting in favour and one abstention. It was resolved to:

RECOMMEND TO CABINET

To agree to the recommendation laid out in the exempt report.

Cllr Nurden left the meeting at 5:40pm

34 PROPOSED PURCHASE OF AN EMPTY HOME

The Housing Standards Senior Manager presented the exempt report which detailed a proposed purchase of an empty home within the district. Members noted processes and procedures in place which were laid out in the exempt report.

The Chairman noted that there was a policy in place for the purchase of an empty home which had been reviewed by members at the last meeting. Following a short discussion, it was then resolved to:

RECOMMEND TO CABINET

To agree to the recommendations laid out in the exempt report.

35 TEMPORARY ACCOMMODATION – PURCHASE OF PROPERTY

The Housing and Wellbeing Senior Manager introduced the exempt report regarding the purchase of a temporary accommodation property.

Members of the Committee discussed and noted further details contained in the exempt report, and it was then resolved to:

RECOMMEND TO CABINET

To agree the recommendations laid out in the exempt report.

(The meeting concluded at 5.47pm)

Chairman