

# Economic Success Policy Development Panel

## Agenda

### Members of the Panel:

Cllr A D Crotch (Chairman)	Cllr L Hempsall
Cllr N J Brennan (Vice Chairman)	Cllr D King
Cllr S C Beadle	Cllr G Peck
Cllr S J Catchpole	Cllr K A Vincent
Cllr N J Harpley	

Cllr J Copplestone	Exofficio
Cllr T Mancini Boyle	

### Date & Time:

Monday 22 November 2021 at 6pm

### Place:

Council Chamber: Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich

### Contact:

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Email: [committee.services@broadland.gov.uk](mailto:committee.services@broadland.gov.uk)  
Website: [www.southnorfolkandbroadland.gov.uk](http://www.southnorfolkandbroadland.gov.uk)

### PUBLIC ATTENDANCE:

If a member of the public would like to observe the meeting in person or to speak on an agenda item, please email your request to [committee.services@broadland.gov.uk](mailto:committee.services@broadland.gov.uk), no later than 5.00pm on Wednesday 17 November 2021. Please see further guidance on the options for public speaking at page 2 of this agenda.

### Large print version can be made available

If you have any special requirements in order to attend this meeting, please let us know in advance.

## **Rules on Public Speaking and Attendance**

All public speakers are required to register to speak at public meetings by the date / time stipulated on the relevant agenda. Requests should be sent to:

[committee.services@broadland.gov.uk](mailto:committee.services@broadland.gov.uk)

Public speaking can take place:

- Through a written representation (which will be read out at the meeting)
- In person at the Council offices

Please note that the Council cannot guarantee the number of places available for public attendance but we will endeavour to meet all requests.

All those attending the meeting in person are invited to sign in on the QR code for the building and promptly arrive at, and leave the venue. Hand sanitiser are provided and you are invited to observe social distancing. Further guidance on what to do on arrival will follow once your request to attend or speak has been accepted.

# AGENDA

1. **To receive declarations of interest from members;**  
(guidance and flow chart attached – page 4)
2. **To report apologies for absence and to identify substitute members;**
3. **To confirm the non-exempt minutes of the meeting held 18 October 2021;**  
(minutes attached – page 6)
4. **Matters arising from the minutes;**
5. **Exclusion of the Public and Press**  
To exclude the public and press from the meeting under Section 100A of the Local Government Act 1972 for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act (as amended);
6. **Adoption of Streetlights - Drayton Parish Council** – to consider future arrangements for the maintenance of streetlights in Drayton;  
(report attached – page 9)
7. **To confirm the exempt minutes of the meeting held on 18 October 2021**  
(minutes attached – page 240)

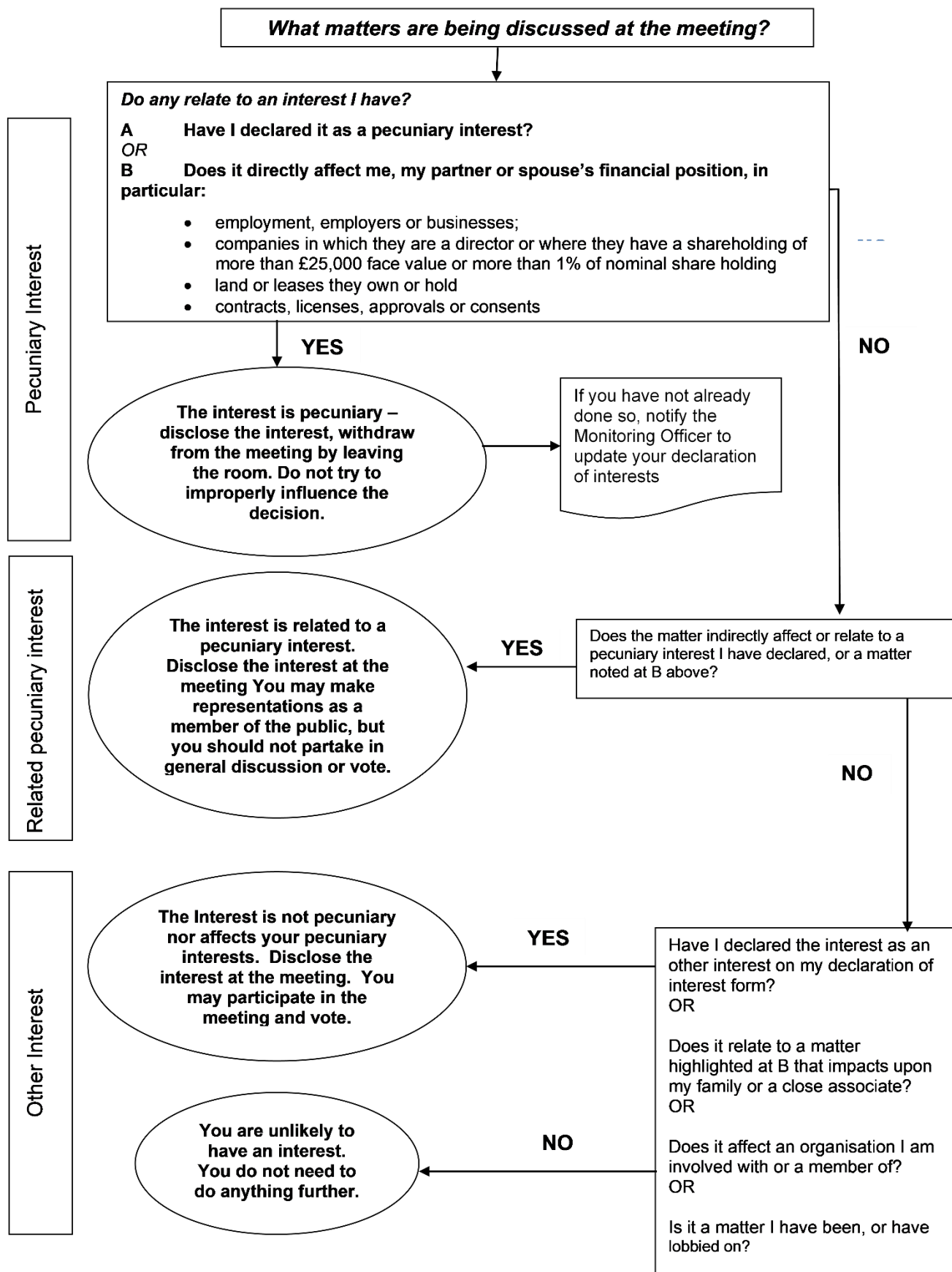
## DECLARATIONS OF INTEREST AT MEETINGS

When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

<p>Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.</p>
<p>Does the interest directly:</p> <ol style="list-style-type: none"> <li>1. affect yours, or your spouse / partner's financial position?</li> <li>2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?</li> <li>3. Relate to a contract you, or your spouse / partner have with the Council</li> <li>4. Affect land you or your spouse / partner own</li> <li>5. Affect a company that you or your partner own, or have a shareholding in</li> </ol> <p>If the answer is "yes" to any of the above, it is likely to be pecuniary.</p> <p>Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.</p>
<p>Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?</p> <p>If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but you should not partake in general discussion or vote.</p>
<p>Is the interest not related to any of the above? If so, it is likely to be an other interest. You will need to declare the interest, but may participate in discussion and voting on the item.</p>
<p>Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.</p>

**FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF.  
PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER IN THE FIRST  
INSTANCE**

## DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



## **ECONOMIC SUCCESS POLICY DEVELOPMENT PANEL**

**Minutes of a meeting of the Economic Success Policy Development Panel of Broadland District Council, held at the Council offices on Monday 18 October 2021 at 6pm.**

**Committee Members  
Present:**

Councillors: N Brennan (Vice-Chairman in the chair),  
S Catchpole, G Peck and K Vincent.

**Cabinet Members  
Present:**

Councillors: J Copplestone and T Mancini-Boyle

**Other Members in  
Attendance:**

Councillor: E Lamming

**Officers in Attendance:**

The Director of Place, the Assistant Director Economic Growth (GD), the Community Assets Manager (MH), the Growth Delivery Manager (EL) and the Democratic Services officer (DM)

At the start of the meeting members observed a minutes silence in tribute to MP Sir David Amess.

**50 DECLARATIONS OF INTEREST UNDER PROCEDURAL RULE NO 8**

None made.

**51 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors S Beadle, A Crotch, N Harpley and D King.

**52 MINUTES**

The minutes of the meeting held on 7 June 2021 were agreed as a correct record and signed by the Chairman.

**53 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:**

To exclude the press and public from the meeting for the following two items of business because otherwise, information which was exempt information by virtue of Paragraph 3 of Part I 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.

**54 AWARD OF CONTRACT – BURE VALLEY RAILWAY FENCING**

Members considered the exempt report of the Community Assets Manager which was inviting the Panel to recommend that the Cabinet award the contract for work to the fencing along the Bure Valley Railway. Following discussion, during which officers answered members' questions and undertook to clarify the arrangements for funding the project in the report to Cabinet, it was

**RESOLVED to recommend Cabinet:**

- 1 to agree the award of the contract for the replacement of the boundary fence as set out in the exempt minutes;
- 2 subject to rewording of the funding arrangements, to approve the use of reserves to fund the improvements on the Bure Valley Railway for the purpose of installing a boundary fence.

**55 PROPOSAL FOR A SECOND BUILDING AT THE FOOD ENTERPRISE PARK**

Members considered the exempt report of the Growth Delivery Manager regarding a proposal for a second building at the Food Enterprise Park.

Following discussion, during which officers answered members' questions, it was

**RESOLVED to recommend Cabinet**

to agree to the proposals and the detailed recommendations as set out in the exempt minutes and at paragraph 1 of the report (noting that the recommendations set out in paragraph 9 of the report needed to be aligned with the correct recommendations at paragraph 1.)

*(The meeting was reopened to the public)*

## 56 WORK PROGRAMME

Members considered the work programme and, following discussion, the following amendments were noted:

- 22 November 2022 – options for ongoing management of streetlights - reference to “Broadland” be changed to “Drayton”;
- Consideration of the Broadland Country Park Masterplan be brought forward from the April 2022 meeting to the current financial year (31 January 2022 meeting) to facilitate earlier implementation of any proposals but the option for the January meeting to be moved to early February be explored as January was too early;
- Consideration be given to adding Skills and Training and Apprenticeships to the future work programme.

(The meeting concluded at 7.21pm)

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Chairman



**NOT FOR PUBLICATION BY VIRTUE OF SCHEDULE 12A OF PART 1  
PARAGRAPH 3 OF THE LOCAL GOVERNMENT ACT 1972 (AS AMENDED) THE  
LOCAL AUTHORITIES (ACCESS TO INFORMATION) (VARIATION) ORDER 2006  
(Contains information relating to: an individual; the financial or business  
affairs of any particular person and action to be taken in connection with the  
prosecution of a crime)**

**Pages 9 to 244 are not available to the  
public**