

Business and Property Committee

Minutes of the Meeting held on Monday, 20 November 2017 at 10:00am in the Edwards Room, County Hall

Present:

Mr K Kiddie (Chairman)

Mr S Aquarone

Mr R Brame

Mr D Douglas

Mr F Eagle

Mr B Iles (Vice-Chairman)

Mr A Jamieson

Mr M Kiddle-Morris

Mr C Smith

Mr J Timewell

Mrs K Vincent

Mrs C Walker

A. Minutes of the first part of the Meeting, held on Monday, 20 November 2017 at 10:00am in the Edwards Room, County Hall.

1. Deferral of Agenda Item 13

- 1.1 Discussion was held over receipt of the confidential agenda. Members had not read this until the day of the meeting due to issues accessing emails. Because of this, some Members were unhappy to take the item "Repton Property Developments Ltd – Outline business case"; they felt they could not read it in enough detail in the suggested half an hour for an informed decision and discussion.
- 1.2 The Executive Director of Finance and Commercial Services was happy for discussion of this report to be deferred. The Committee **AGREED** to defer this item to a later date; see paragraph 17.

2. Apologies and Substitutions

- 2.1 Apologies were received from Ms C Bowes.

3. Minutes

- 3.1 The minutes of the meeting held on 18 October 2017 were agreed as an accurate record and signed by the Chairman, subject to a change to amend paragraph 18.2 to read "concerns were raised over road access for local housing, regarding using existing infrastructure for housing and the impact this would have on local residents"

3.2 Matters arising from the Minutes:

*Area

- Mrs Walker updated the Committee that the Great Yarmouth ~~Town Centre~~ Management Board had not yet set a date to meet;
- The Assistant Director of Planning and Economy reported that a Great Yarmouth Area Board meeting was scheduled for December 2017;
- Mr Jamieson queried whether the disposals recommended by the Committee had been brought forward. The Head of Property **agreed** to bring a report to the next meeting detailing progress on disposals.

**These minutes were amended at the meeting of the 18 January 2018. Please view the minutes of that meeting to view the changes made.*

4. Members to Declare any Interests

- 4.1
- The Executive Director of Finance and Commercial Services declared an interest as an Executive director of Equinox Enterprises at Great Yarmouth;
 - Mr Jamieson declared an interest as a Non-Executive Director of Norse;
 - Mrs Vincent declared an interest as a Norse Shareholder Representative;
 - Mr Timewell declared an interest as a Norse Shareholder Representative and as he had a family member with holdings on Scottow Enterprise Park.

5. Urgent Business

- 5.1 No urgent business was discussed.

6. Public Questions

- 6.1 No public questions were received.

7. Member Questions

- 7.1 No member questions were received.

8. Verbal update/feedback from Members of the Committee regarding Member Working Groups or bodies that they sit on.

- 8.1 The Chairman updated the Committee on:
- Meetings with representatives of Britvic, Colman's, Norfolk County Council, Norwich City Council and New Anglia Local Enterprise Partnership (LEP):
 - Britvic and Colman's were consulting with workers and interested parties and would report by the end of November;
 - the Executive Director of Community and Environmental Services reported that meetings had been held with Colman's and Unilever to look at possible alternative business sites.
 - The Royal Norfolk Agricultural Society meeting where direction for the next County Show was discussed in light of lower attendance in 2017;
 - The Annual County Farms Tenants Meeting held at County Hall; the Chairman thanked Members who attended and Officers involved in organising the event;
 - An interview he gave to radio Norfolk about County Farms, aired on Radio 4.
- 8.2 Mr Brame reported that the Greater Thetford Development Board had met and agreed to make changes to their terms of reference which they would now consider.

9. Appointment to outside organisation

- 9.1 The Committee considered an invitation for them to appoint a member to the Rural Strategy Steering Group.
- 9.2 Cllr Garrod had expressed an interest for this role. Mrs Walker seconded by Mr Douglas, proposed Cllr Garrod for member representative on the Group.
- 9.3 The Committee **DULY AGREED** to appoint Cllr Garrod as member representative on the Rural Strategy Steering Group.

10. Forward plan and delegated decisions

- 10.1 The Committee reviewed the forward plan and delegated decisions by Officers.
- 10.2.1 Members **requested** a report on the Economic Development department, looking into how actively it was bringing new business and employment to Norfolk. The Assistant Director of Planning and Economy **agreed** to add this to the forward plan for the January 2018 meeting.
- 10.2.2 The Chairman **requested** information on developments related to the Market Towns Initiative in the Economic Development report.
- 10.2.3 Information on the Norwich Business Improvement District was **requested** in the Economic Development report
- 10.3.1 A report on the wind farm development project in Great Yarmouth was requested, regarding potential prospects for employment in the area. The Assistant Director of Planning and Economy **agreed** to bring a report on large economic projects across the County to a future meeting, including wind farm development.
- 10.3.2 It was suggested that scoping the three large wind energy projects across Norfolk would be useful when looking at development of jobs and what would be brought to the National Grid.
- 10.4 Mr Douglas **requested** a list of properties acquired under development of the Norwich Distributor Road (NDR) and queried further acquisitions. The Assistant Director of Planning and Economy **agreed** to provide Mr Douglas with a copy of the NDR property acquisitions and confirmed there were ongoing negotiations on land acquisitions which would be discussed at Policy and Resources Committee the following week; any purchases made under delegated authority related to the NDR would be reported to Policy and Resources Committee. Acquisitions had so far come in at £1.5m above the initial budget.

11. Finance monitoring

- 11.1 The Committee received the report providing information on the budget position for services reporting to Business and Property Committee for 2017-18.
- 11.2.1 Reduction of the property management budget and addition of £60,000 to the budget from reserves was queried. The Executive Director of Finance and Commercial Services discussed that disposal of properties would support budget reduction; where a service remained in a property for part of a financial year after disposal, reserves would be used to cover costs.
- 11.2.2 The Chairman noted the £1.297m forecast for Hethel Engineering Centre shown in the report. The Executive Director of Finance and Commercial Services confirmed this was a reasonable return for the business.
- 11.2.3 The Chairman reported that Scottow Enterprise Park had been shortlisted for a Local Government award.
- 11.2.4 The use of 50% of reserves in the 2017-18 financial year was noted; the Executive Director of Finance and Commercial Services confirmed that reserves were being used for the intended purpose.

- 11.3 The Committee **NOTED**:
- a) The forecast out-turn position for the Business and Property Committee;
 - b) The capital programme for this Committee;
 - c) The current planned use of the reserves and the forecast balance of reserves as at the end of March 2018.

12. Exclusion of the public

- 12.1 The Committee **AGREED** to Exclude the Public for discussion of “County Farms Update”, “Repton Property Developments Ltd – Outline business case” and “Exempt Minutes”.

13. County farms update

- 13.1 The Committee received the report by the Executive Director of Finance and Commercial Services
- 13.2 The Committee **AGREED** the recommendations in the report.

14a. Repton Property Developments Ltd – Outline business case

- 14.1 This item was deferred to discussion at a later date; see paragraphs 1.1, 1.2 and 17.
- 14.2 Please refer to section B of the minutes for the reconvened part of the meeting.

15. Exempt minutes

- 15.1 The Exempt minutes from the meeting of the 18 September 2017 were **AGREED** as an accurate record and signed by the Chairman.

16. Any Other Business

- 16.1 Mr Jamieson reported that:
- the Aviation Academy were seeking £150,000 for a feasibility study for a training programme in Marham; he queried whether New Anglia Local Enterprise Partnership (LEP) could support;
 - CITB (the Construction Industry Training Board) were consulting over their site in Bircham Newton, and he queried Norfolk County Council’s proposals to support the business. The Assistant Director of Planning and Economy reported that Norfolk County Council staff, LEP and staff from West Norfolk Council had met to discuss how they could support. Mr Jamieson queried whether Norse may take on the contract to run CITB; the Assistant Director of Planning and Economy **agreed** to raise this with Norse.
17. The Committee **AGREED** to adjourn the meeting and reconvene at 8am on 11 December 2017 to discuss the remaining business, Exempt item “Repton Property Developments Ltd – Outline business case”. (See paragraphs 1.1 and 1.2)

The Meeting adjourned at 10.50am

B. Minutes of the reconvened part of the Meeting, held on Monday, 11 December 2017 at 8:00am in the Cranworth Room, County Hall.

18. Apologies and substitutions

18.1 No apologies were received.

19. Declarations of Interest

- 19.1
- The Chairman declared an interest as a member of the Board of Directors of Repton Property Developments Ltd
 - The Vice Chairman declared an interest as a member of the Board of Directors of Repton Property Developments Ltd
 - The Executive Director of Finance and Commercial Services declared an interest as an Executive director of Equinox Enterprises at Great Yarmouth;
 - Mr Jamieson declared an interest as a Non-Executive Director of Norse;
 - Mrs Vincent declared an interest as a Norse Shareholder Representative;

20. Exclusion of the Public

20.1 The Committee **AGREED** to exclude the public for discussion of the item "Repton Property Development LTD – Outline business case".

14b. Repton Property Developments Ltd – Outline business case

14b.1 The Committee received the report by the Executive Director of Finance and Commercial Services

14b.2 The Committee **AGREED** the recommendations in the report with some amendments.

The meeting finished at 08:55am

**Mr Keith Kiddie, Chairman,
Business and Property Committee**



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