



**NOTTINGHAM CITY COUNCIL**  
**TRUSTS AND CHARITIES COMMITTEE**

**Date:** Friday, 29 July 2016

**Time:** 2.00 pm

**Place:** LB 31-32 - Loxley House, Station Street, Nottingham, NG2 3NG

**Councillors are requested to attend the above meeting to transact the following business**

**Corporate Director for Resilience**

**Governance Officer:** Noel McMenamin **Direct Dial:** 0115 876 3288

- 1 APOLOGIES FOR ABSENCE**
- 2 DECLARATIONS OF INTERESTS**
- 3 MINUTES** 3 - 6  
Last meeting held on 27 May 2016 (for confirmation)
- 4 BRIDGE ESTATE BUDGET MONITORING REPORT** 7 - 10  
Report of Director of Strategic Finance
- 5 HIGHFIELDS PARK SPORTS GROUND LTA TENNIS COURT IMPROVEMENTS** 11 - 16  
Report of Corporate Director, Commercial and Operations
- 6 HIGHFIELDS LEISURE PARK TRUST - RELEASE OF ADDITIONAL DOWRY FUNDS** 17 - 20  
Report of Corporate Director, Commercial and Operations
- 7 BRIDGE ESTATE PROPERTY PORTFOLIO UPDATE** 21 - 24  
Report of Director of Strategic Asset and Property Management
- 8 WOOLSTHORPE CLOSE**  
Report of Director of Strategic Asset and Property Management – To follow

- 9 34 LISTER GATE**  
Report of Director of Strategic Asset and Property Management – to follow
- 10 EXCLUSION OF THE PUBLIC**  
To consider excluding the public from the meeting during consideration of the remaining items in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 11 BRIDGE ESTATE PORTFOLIO UPDATE - EXEMPT VERBAL UPDATE**  
Verbal update on legal issues – Whitemoor Court
- 12 WOOLSTHORPE CLOSE - EXEMPT APPENDIX**  
To Follow
- 13 34 LISTER GATE - EXEMPT APPENDIX**  
To Follow

IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ON THE AGENDA, PLEASE CONTACT THE GOVERNANCE OFFICER SHOWN ABOVE, IF POSSIBLE BEFORE THE DAY OF THE MEETING

**NOTTINGHAM CITY COUNCIL**

**TRUSTS AND CHARITIES COMMITTEE**

**MINUTES of the meeting held at LB 32 - Loxley House, Station Street, Nottingham, NG2 3NG on 27 May 2016 from 14.00 - 14.48**

**Membership**

Present

Councillor John Hartshorne (Chair)  
Councillor Glyn Jenkins (Vice Chair)  
Councillor Carole-Ann Jones  
Councillor Anne Peach  
Councillor David Smith  
Councillor Steve Young

Absent

Councillor Liaqat Ali  
Councillor Toby Neal  
Councillor Andrew Rule

**Colleagues, partners and others in attendance:**

Peter Carroll - Head of Portfolio Investment and Development  
Eddie Curry - Head of Parks and Open Spaces  
Bevis Mackie - Senior Estates Surveyor  
Dionne Screamon - Solicitor  
Thomas Straw - Finance Manager Capital  
Noel McMenamin - Governance Officer

**1 APPOINTMENT OF VICE-CHAIR**

RESOLVED to appoint Councillor Glyn Jenkins as Vice-Chair to the Committee for 2016/17.

**2 APOLOGIES FOR ABSENCE**

Councillor Andrew Rule (personal)  
Councillor Toby Neal (work)  
Councillor Liaqat Ali (leave)

**3 DECLARATIONS OF INTERESTS**

None.

**4 MINUTES FOR CONFIRMATION**

The minutes of the meetings held on 18 March and 18 April 2016 were agreed as a true record and they were signed by the Chair.

**5 2015/16 DRAFT OUTTURN - BRIDGE ESTATE, HARVEY HADDEN STADIUM AND HIGHFIELDS PARK TRUST**

Tom Straw, Finance Manager Capital, introduced a report of the Director of Strategic Finance, detailing the draft 2015/2016 outturn for Bridge Estate, Harvey Hadden

Stadium Trust and Highfields Leisure Park Trust. During discussion, the following points were made:

- (a) Bridge Estate: the main issue to report was an investment expenditure overspend of £60,000 for the repayment of the Lister Gate loan. This was because, unlike in previous years where funding was by directly transferring out of the reserve, for transparency it was now met from the Bridge Estate's unrestricted funds. However, there was almost £100,000 of additional external income from across the Estate's asset portfolio;
- (b) Highfields Leisure Park Trust: in response to a Committee member's query, Eddie Curry, Head of Parks and Open spaces explained that repairs of the pump to the Cascade were not included in the original bid. The Cascade subsequently suffered a catastrophic and unexplained loss of water which needed resolving, hence the additional cost;
- (c) Mr Curry expressed the view that the Highfields Leisure Park was competitive and had further capacity for income generation;
- (d) there were no substantive comments from the Committee on the Harvey Hadden Stadium Trust draft outturns.

**RESOLVED to note the report.**

## **6 BRIDGE ESTATE PORTFOLIO UPDATE**

Bevis Mackie, Senior Estates Surveyor, introduced a report of the Director of Strategic Asset and Property Management, updating the Committee on key property events that have taken place or are proposed for the Bridge Estate since March 2016. Mr Mackie made the following points:

- (a) First Floor Century House: the tenant has vacated the property and list of dilapidations is being drawn up. A prospective tenant has expressed an interest in the property;
- (b) Century House: the lift servicing the upper floors has been in place since 1971 and is at the end of its economic life. The best long-term solution is installing a new lift and workings, and work is underway to identify how this might be funded;
- (c) 22-14 Whitemoor Court: work has commenced on-site, with completion expected in October 2016;
- (d) Iremonger Road: Draft contract being drawn up with legal services input;
- (e) the Bridge Estate portfolio will be the subject of a further review to determine current and potential performance, and to consider further disposals.

The following points were made during discussion:

- (f) the leases at Century House should be checked to determine whether there were any recoverable costs. The overhaul of the lift system will help sustain its long term use and will reduce service charges;
- (g) in response to a query from the Chair, Peter Carroll, Head of Portfolio Investment and Development, expressed the view that the primary consideration for Trustees was ensuring regular, market-rate income generation from the asset portfolio, irrespective of whether it came from City Council or other public or private sector sources. There was ongoing contact with Economic Development colleagues about opportunities for small local business start-ups, but there was also increased alternative capacity for this activity in Nottingham, notably at Sneinton Market.

**RESOLVED to note the report.**

## **7 HIGHFIELDS PARK ADVENTURE GOLF**

Eddie Curry, Head of Parks and Open Spaces, introduced a report of the Corporate Director, Commercial and Operations, highlighting a proposal to create an adventure golf facility at Highfields Park. Mr Curry made the following points:

- (a) it is proposed to offer an adventure golf contract to the market for an external operator both to invest in and to operate;
- (b) a similar facility was originally included in the Heritage Lottery Fund (HLF) bid, but it became clear that HLF wanted such a facility to be funded by the private sector;
- (c) there are a number of national companies with experience of these operations. The proposed model is that, once built, the facility would be leased to the operator for a 10 year period, who would pay rent. The operator would be responsible for the day-to-day operation of the facility;
- (d) the tendering process is expected to take about 6 months.

The Committee welcomed the proposal, and agreed that it would be a welcome addition to the offer at Highfields. Peter Carroll, Head of Portfolio Investment and Development, suggested that it would be more consistent with the Charities Act to have the award of contract signed off by the Committee, rather than delegating sign-off to the Director of Sport and Culture.

**RESOLVED**

- (1) to approve the issuing of a tender opportunity to build and operate an adventure golf facility at Highfields Park for approximately 10 years;**
- (2) to consider for approval the Director of Sport and Culture's recommendation for the award of the adventure golf contract following a procurement exercise at a future meeting of the Committee.**

## **8 BRIDGE ESTATE ANNUAL INSPECTION**

The Committee briefly discussed arrangements for the Bridge Estate Annual Inspection. The Committee agreed that this will take place on Monday 27 June, and that Committee will start with a city-centre including Century House, and Wheeler Gate, followed by an inspection of Trent Bridge. The inspection will conclude with a visit to more outlying properties in the Bridge Estate portfolio.

During discussion, the Chair reiterated the need for there to be planned maintenance programme for Trent Bridge, and Mr Mackie undertook to liaise with Highways colleagues to determine areas of responsibility and planned activity.

**RESOLVED to note arrangements for the Annual Inspection.**

**9 FUTURE MEETINGS**

**RESOLVED to meet on the following Fridays at 2pm in Loxley House:**

<b>2016: 29 July</b>	<b>16 September</b>	<b>25 November</b>
<b>2017: 27 January</b>	<b>31 March</b>	

**10 EXCLUSION OF THE PUBLIC**

**RESOLVED to exclude the public from the meeting during consideration of the remaining item in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, as defined in paragraph 3 of Part 1, Schedule 12A of the Act.**

**11 BRIDGE ESTATE PORTFOLIO UPDATE - EXEMPT APPENDIX**

**RESOLVED to note the exempt appendix.**

**TRUSTS AND CHARITIES COMMITTEE – 29 JULY 2016**

<b>Title of paper:</b>	<b>Period 2 (May) Budget Monitoring 2016/17</b>	
<b>Director(s)/ Corporate Director(s):</b>	Geoff Walker Director of Strategic Finance	<b>Wards affected:</b> All
<b>Report author(s) and contact details:</b>	Tom Straw – Finance Manager (Capital) <a href="mailto:thomas.straw@nottinghamcity.gov.uk">thomas.straw@nottinghamcity.gov.uk</a> 0115 8763659	
<b>Other colleagues who have provided input:</b>	Georgina Lewis, Finance Analyst	
<b>Date of consultation with Portfolio Holder(s) (if relevant)</b>		
<b>Relevant Council Plan Key Theme:</b>		
Strategic Regeneration and Development		<input type="checkbox"/>
Schools		<input type="checkbox"/>
Planning and Housing		<input type="checkbox"/>
Community Services		<input type="checkbox"/>
Energy, Sustainability and Customer		<input type="checkbox"/>
Jobs, Growth and Transport		<input type="checkbox"/>
Adults, Health and Community Sector		<input type="checkbox"/>
Children, Early Intervention and Early Years		<input type="checkbox"/>
Leisure and Culture		<input type="checkbox"/>
Resources and Neighbourhood Regeneration		<input type="checkbox"/>
<b>Summary of issues (including benefits to citizens/service users):</b>		
This report details the forecast outturn for 2016/17 Bridge Estate based on budget monitoring to May 2016. Highfields Leisure Park Trust and Harvey Hadden Stadium Trust budget does not require updating from the report presented to Committee on the 18 <sup>th</sup> March.		
<b>Recommendation(s):</b>		
<b>1</b>	The report is for noting only	

**1 REASONS FOR RECOMMENDATIONS**

- 1.1 As Trustee, the Council has responsibility for making recommendations on the management of the Charities. The budget is a key part of the framework for the financial management of the trusts and any subsequent recommendations.

**2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)**

- 2.1 This report is an integral part of the Council's regular monitoring, forecasting and reporting system. The report enables the Trusts and Charities Committee to be aware of the financial position of the Charities and therefore allows any appropriate decisions or actions to be taken in their role as Trustee.

The below report contains an amended forecast for the Bridge Estate. The forecasts for Harvey Hadden and Highfields Trust remain as reported on the 18<sup>th</sup> March 2016.

### 3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

3.1 None

### 4 FINANCE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY/VAT)

#### 4.1 **Bridge Estate Revenue**

The forecast outturn for 2016/17 is detailed in Table 1. The forecast is based on the income and expenditure to May together with anticipated future income and expenditure to the year end.

<b>Table 1: Bridge Estate 2016-17 Monitoring</b>			
	<b>Budget as Reported on 18 March 2016 £</b>	<b>Forecast 2016/17 £</b>	<b>Variance £</b>
<b>External Income:</b>	<b>(2,190,320)</b>	<b>(2,181,713)</b>	<b>8,607</b>
<b>Expenditure:</b>			
Premises	201,290	211,333	10,043
Supplies and Services	37,870	37,870	0
Support Services	131,510	122,240	(9,270)
Investment Expenditure	87,380	148,140	60,760
<b>Total Expenditure</b>	<b>458,050</b>	<b>519,583</b>	<b>61,533</b>
<b>Surplus before NCC Grant</b>	<b>(1,732,270)</b>	<b>(1,662,130)</b>	<b>70,140</b>
Less Grant to NCC	1,545,000	1,545,000	0
<b>Net Surplus</b>	<b>(187,270)</b>	<b>(117,130)</b>	<b>70,140</b>
<b>Contribution to Funds/Reserves</b>			
Repairs and Renewal Funds	72,000	72,000	0
Un-Earmarked Reserve	115,270	45,130	(70,140)
<b>Unallocated Surplus</b>	<b>0</b>	<b>0</b>	<b>0</b>

Projected variances against individual budget lines are explained below.

**External Income (variance £8,607)** this movement is made up from a number of items, a summary of which is included below:

- Additional service charge income of £10,000 in respect of a re-alignment of Service Charges receivable at the Alexander Fleming Building. This is offset by a corresponding increase in service charge expenditure (as noted in the Premises overspend).
- Additional rent against budget of £8,000 relating to lettings at Whitemoor Court.
- Shortfall in income of £6,000 relating to voids at 14-16 Wheeler Gate.



- Shortfall in income of £21,000 relating to review of Service Charges at Woolsthorpe Depot.

**Premises (variance £10,000):**

- Additional expenditure of £10,000 in respect of a re-alignment of Service Charges payable at the Alexander Fleming Building. This is offset by a corresponding increase in service charge income.

**Support Services (variance £9,270):**

- Reduction in the forecast for NCC Property Management Fees chargeable to Bridge Estate.

**Investment Expenditure (variance 60,760):**

- In prior financial years this repayment of Lister Gate was not reported as part of investment expenditure as it was funded from the un-earmarked reserve. For transparency the proportion of the Lister Gate Loan repayment which is met from unrestricted funds is included within the above forecast.

**4.2 Bridge Estate Capital**

Table 2 below confirms the balance of 3 of the Bridge Estates reserves and the expected movement during 2016/17.

<b>Table 2: Bridge Estate Reserves</b>			
	<b>Repairs and Renewals Fund</b>	<b>Un-Earmarked Reserve</b>	<b>Capital Receipt Reserve</b>
	£	£	£
Balance at 31 March 2016	401,731	103,277	1,481,065
Expected Movement 2016/17	72,000	45,130	(119,492)
<b>Projected Balance 31 March 2017</b>	<b>473,731</b>	<b>148,407</b>	<b>1,361,573</b>

**Repairs and Renewals Fund** is a reserve to fund the repair of Trent Bridge.

**Un-Earmarked Reserve** is a reserve where any surplus made by the Bridge Estate is set aside and is expendable at the discretion of the active trustees in the furtherance of the charity's objectives.

**Capital Receipt Reserve** is built up by the approved sale of Bridge Estate Assets and is expended either via capital purchases or the repayment of the Lister Gate loan. The current balance is sufficient to repay the Lister Gate loan until 2027/28 whereby the remaining 5 years repayments (until 2032/2033) would have to be met from the un-earmarked reserve. Any property sales or purchases could affect how much of the reserve is uncommitted. At present there are no plans to make any property disposals, however this position may change once the portfolio review has been completed.

**5 LEGAL AND PROCUREMENT COMMENTS (INCLUDING RISK MANAGEMENT ISSUES, AND LEGAL, CRIME AND DISORDER ACT AND PROCUREMENT IMPLICATIONS)**

5.1 None

**6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISION RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE) (AREA COMMITTEE REPORTS ONLY)**

6.1 None

**7 EQUALITY IMPACT ASSESSMENT**

7.1 Has the equality impact of the proposals in this report been assessed?

No

An EIA is not required because:

Not required, the report does not contain proposals or financial decisions.

Yes

**8 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION**

8.1 None

**9 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT**

9.1 None

**Trust and Charities Committee 29<sup>th</sup> July 2016**

<b>Title of paper:</b>	<b>Highfields Park Sports Ground LTA Tennis Court Improvements</b>	
<b>Director(s)/ Corporate Director(s):</b>	Andy Vaughan Corporate Director Commercial and Operation Services Hugh White Director of Sport and Culture	<b>Wards affected:</b> Dunkirk and Lenton
<b>Report author(s) and contact details:</b>	Eddie Curry Head of Parks Open Spaces & Investment Funding <a href="mailto:eddie.curry@nottinghamcity.gov.uk">eddie.curry@nottinghamcity.gov.uk</a> Tel:- 0115 8764982 John Wileman Head Sport and Leisure and Community Centres <a href="mailto:John.wileman@nottinghamcity.gov.uk">John.wileman@nottinghamcity.gov.uk</a> Tel: - 0115 876	
<b>Other colleagues who have provided input:</b>	Mike Wisner – Chief Operating Officer Nottingham Tennis Centre Ryan Middleton – Head Groundsman Nottingham Tennis Centre Malcolm Townroe - Head of Legal Services Tel: 0115 8764332 John West BSc (Hons) Estates Surveyor Tel: (0115) 876 3086	
<b>Date of consultation with Portfolio Holder(s) (if relevant)</b>	Dave Trimble Portfolio Holder Leisure and Culture.	
<b>Relevant Council Plan Key Theme:</b>		
Strategic Regeneration and Development		<input type="checkbox"/>
Schools		<input type="checkbox"/>
Planning and Housing		<input type="checkbox"/>
Community Services		<input type="checkbox"/>
Energy, Sustainability and Customer		<input type="checkbox"/>
Jobs, Growth and Transport		<input type="checkbox"/>
Adults, Health and Community Sector		<input type="checkbox"/>
Children, Early Intervention and Early Years		<input checked="" type="checkbox"/>
Leisure and Culture		<input checked="" type="checkbox"/>
Resources and Neighbourhood Regeneration		<input type="checkbox"/>
<b>Summary of issues (including benefits to citizens/service users):</b>		
<p>This report presents proposals and seeks approval to develop 4 new Grass Tennis Courts at Highfields Sports Ground. The project will be delivered in partnership with the Lawn Tennis Association (LTA) and will increase the number / availability of Grass Courts / improve community access to tennis coaching and top class facilities and importantly the improvements will also help the City to secure a long term investment from the LTA and continue to build on Nottingham's reputation as a Leading Tennis Tournament Facility. The total value of investment for the development is £128,000 with opportunities for additional revenue through events and increase in participation. This development would also bring an income of £1,500 per year to the Highfields Trust.</p>		
<b>Additional benefits:</b>		
<ul style="list-style-type: none"> <li>Engaging up to 4000 school children to offer an experience that cannot be replicated elsewhere where they can take part in activity and view international players train at no cost.</li> <li>The opportunity to stage a pre Wimbledon disability event on grass and inspire people with disabilities to take up wheelchair tennis</li> <li>Provide opportunities for the community to experience grass court tennis activities by</li> </ul>		

<p>opening the courts for community events at the end of the tournament season</p> <ul style="list-style-type: none"> <li>• The opportunity to host the National County Week tournament</li> <li>• Support our local performance players help inspire local children to participate in tennis.</li> <li>• Increase the participation in tennis activities by being able to provide a unique experience to new and existing participants</li> <li>• Provide opportunities for Nottingham’s most talented players to gain experience of grass court tennis, helping to create more home grown .</li> <li>• Having a facility that is able to compete against other international grass court venues to host major events</li> <li>• Attract international players through delivery of high quality, accessibility and availability of international standard courts.</li> </ul>	
<b>Recommendation(s):</b>	
<b>1</b>	That the Committee approves the Partnership with the LTA and the creation of the new grass courts as detailed in section 2
<b>2</b>	That the Committee approves the principal of the creation of a 50 year lease to the Tennis LTA subject to the acquisition of any necessary consents and approvals.
<b>3</b>	The committee approves and delegates authority to the Director of Sport & Culture to continue the preparation of the detailed Community use agreements with the Tennis Centre and the LTA.
<b>4</b>	That committee approves and delegates authority to the of Director of Strategic Asset and Property Management to agree the format and terms of the lease.

**1 REASONS FOR RECOMMENDATIONS**

1.1 The recommendations are being sought in order to improve the range of facilities and to create the opportunity to further develop the Nottingham Tennis Centre as a leading tennis completion and training venue. The proposal will help to drive forward Sporting Participation and Sporting Excellence in Nottingham and will also provide the infrastructure needed to attract and host Major National and International Tennis tournaments.

**2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)**

2.1 Highfields Sports Ground is one of the most popular and well used facilities / sports grounds within the City. The Sports Ground contains a wide range of grass football pitches and provides space for a range of both summer and winter events. The Sports Ground is located adjacent to the Nottingham Tennis Centre and also often helps provide parking for the major events at the Tennis centre e.g. the ATP Nottingham Open.

**2.2 Proposal – New Grass Tennis Courts**

The LTA and City Council has a long term relationship at the tennis centre which has developed over the years, the facility has hosted a number of world class events which has brought great focus on the city and the local areas such as the WTA & ATP Aegon Open Grass Court Championships, World Deaf Tennis Championships,

British Open Wheelchair Championships, Nike Junior National Championships and both the Davis and Federation Cups. These events have acted as a catalyst for increasing the use of the facility for local people and give the centre a unique selling point to attract new and retain existing custom.

The new courts will ensure that a long term future for the major international week of tennis at the site where for the first time men's and women's international tennis will be played in the same week in Nottingham increasing the interest and hopefully the quality of players who will be taking part. The additional courts will open up opportunities after the tournament for local people to play on top quality grass courts, an experience which is not readily available. It will also allow the centre to further enhance our offering to schools where we engage over 3,500 school children in our events and over 30 schools on an annual basis, which has a direct influence on increasing participation and revenue to the centre.

The proposal is to install four North to South facing grass tennis courts. These courts will be enclosed with 3.6m fencing, with irrigation systems. They are situated in the west corner of the field that runs parallel to the existing practice courts.

### **3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS**

- 3.1 Without full endorsement and approval of this project and the partnership with LTA it is unlikely that the new facilities will be delivered and it is also very unlikely that Nottingham Tennis Centre will be able to provide the facilities needed to host major professional tournaments.

### **4 FINANCE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY/VAT)**

- 4.1 The proposed lease is to be let on 50 year full repair and maintenance lease and does not add any additional financial risk to the Highfields Trust. If approved this lease would generate an additional annual rent of £1500, this additional revenue will also reduce the City Council's annual cost of maintaining the Highfields trust.

### **5 LEGAL AND PROCUREMENT COMMENTS (INCLUDING RISK MANAGEMENT ISSUES, AND LEGAL, CRIME AND DISORDER ACT AND PROCUREMENT IMPLICATIONS)**

- 5.1 The proposed new lease will need to be on terms and conditions which provide value to the charity and which satisfy the requirements of the Charity Commission. In this regard further discussion will need to be had with the Charity Commission regarding its exact requirements.

### **6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISION RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE) (AREA COMMITTEE REPORTS ONLY)**

- 6.1 Careful consideration will need to be given to the terms of the lease and suitable Heads of Term will need to be drafted and subsequently agreed by the lessee. All appropriate risks will need to be covered to minimise any future liability on the Council. Consideration will also need to be given around other users of the site, and access rights etc. There are however, no objections to the principle of entering in to a 50 year, full repairing and insuring lease.

## **7 EQUALITY IMPACT ASSESSMENT**

7.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required because:

An EIA has not been completed as this project will enhance facilities and improve community access and participation.

## **8 Communications**

There will be several key stages through the project to link to a communications plan:

Ongoing public consultation on the project make-up and to demonstrate support and need for the project -.

Construction on site will include a detailed communication plan to cover all the key stages of the build phase and help to inform sports ground users re localised closures during the build phase.

## **9 Health and Wellbeing Implications**

The project will help to improve the sports facilities within the Sports Ground including new top quality Grass Tennis Courts . These improvements will encourage more and provide new opportunities for currently non-sports users to participate in a wide range of programmed physical activity.

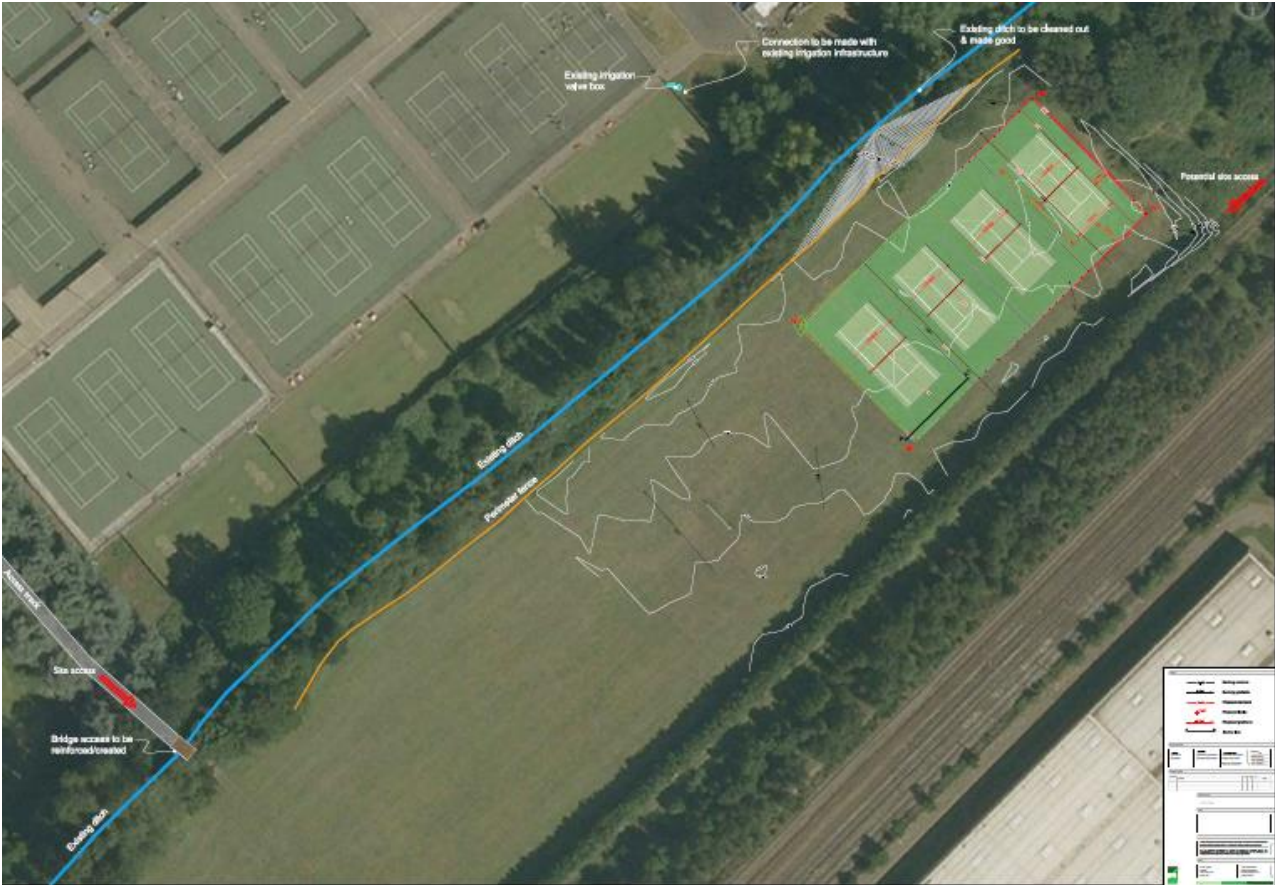
## **8 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION**

8.1 NONE

## **9 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT**

9.1 **Appendix 1** contains plan and details of the proposed New Grass Tennis Courts

**Appendix 1** Plan of the proposed New Grass Tennis Courts



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Trust and Charities Committee 29<sup>th</sup> July 2016

<b>Title of paper:</b>	<b>Highfields Park Leisure Trust - Release of Additional Dowry Funds</b>	
<b>Director(s)/ Corporate Director(s):</b>	Andy Vaughan Corporate Director Commercial and Operations Hugh White - Director of Sport & Culture	<b>Wards affected:</b> Wollaton East & Lenton Abbey
<b>Report author(s) and contact details:</b>	Eddie Curry Head of Parks, Open Spaces & Investment Funding <a href="mailto:Eddie.curry@nottinghamcity.gov.uk">Eddie.curry@nottinghamcity.gov.uk</a> Tel:- 0115 8764982	
<b>Other colleagues who have provided input:</b>	Malcolm R. Townroe – Head of Legal Services – <a href="mailto:malcolm.townroe@nottinghamcity.gov.uk">malcolm.townroe@nottinghamcity.gov.uk</a> 0115 876 4332 Tom Straw – Finance Manager Capital <a href="mailto:Tom.straw@nottinghamcity.gov.uk">Tom.straw@nottinghamcity.gov.uk</a> 01158763132	
<b>Date of consultation with Portfolio Holder(s) (if relevant)</b>	Dave Trimble Portfolio Holder for Leisure and Culture 1 <sup>ST</sup> July 2016	
<b>Relevant Council Plan Key Theme:</b>		
Strategic Regeneration and Development		<input type="checkbox"/>
Schools		<input type="checkbox"/>
Planning and Housing		<input type="checkbox"/>
Community Services		<input type="checkbox"/>
Energy, Sustainability and Customer		<input type="checkbox"/>
Jobs, Growth and Transport		<input type="checkbox"/>
Adults, Health and Community Sector		<input type="checkbox"/>
Children, Early Intervention and Early Years		<input type="checkbox"/>
Leisure and Culture		<input checked="" type="checkbox"/>
Resources and Neighbourhood Regeneration		<input type="checkbox"/>
<b>Summary of issues (including benefits to citizens/service users):</b>		
<p>This report seeks authority and support for the release of a further contribution of capital funding currently held within the Highfields Park Leisure Trusts accounts.</p> <p>Following the stage II Heritage and Big Lottery award in March 2015 the project continued to develop towards full financial close and contract agreements ready for a January 2016 start date. However complications with the detailed methodology regarding the Lake de-silting's elements of the project have caused significant delays which in turn have resulted in additional costs and general price increases.</p> <p>This report details a funding request in order to bridge the gap in the project funding and enable the project to proceed without any further delays.</p> <p>This report also seeks delegated authority for Officers to formally enter into discussion and negotiations with the Charity Commission to formally approve the release of the additional funds and use the Charity's assets to restore the Grade II* listed park.</p>		
<b>Recommendation(s):</b>		
1	That approval be given to the proposed release of £200,000 from the Highfields Park	

	Leisure Trust dowry to be used to bridge the funding gap and help deliver the restoration project referred to in the report.
<b>2</b>	that delegated authority be given to the Director of Sports & Culture to enter into discussion with the Charity Commission to seek formal approve to the release and use of £200,000 from the Highfields Park Leisure Trust dowry fund.

## **1 REASONS FOR RECOMMENDATIONS**

- 1.1 The release of the additional dowry funds is sought in order to fill the current funding gap and to enable the HLF restoration project to progress at speed and without any further delays or further cost increases. The Delegated authorities will enable full discussion to take place with the Charity Commission in order to approve this additional contribution.

## **2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)**

- 2.1 Over the last 2 years the Parks Service has pressed forward with the restoration plans for the park. We received our Stage One Lottery approval in October 2013 and we successfully secured our Stage Two bid in March 2015.
- 2.2 As part of the match funding for the project the Trust and Charities Committee meeting in February 2012, approved the release of £400,000 from the Highfields Park Leisure Trust to be used as a match contribution for a Heritage / Big Lottery Parks for People. A further request for an additional contribution was also approved by the committee at the November 2014 meeting. At this meeting an additional £100,000 was agreed by the Committee. Following both requests and formal agreement will be sought from the Charity Commission to release the funds for the purpose of match funding the HLF bid.  
The remaining Highfields Park Leisure Trust account currently has £388,500 in the dowry fund.
- 2.2 Following the stage II Heritage and Big Lottery award in March 2015 the project continued to develop towards full financial close and contract agreements ready for a January 2016 start date. As the commencement date grew closer a new objection from the Environment Agency came to light regarding the methodology for the Lake de-silting works. Unfortunately the objection required a completely new methodology and approval / licencing process to be both identified, detailed specifications worked. This process took a considerable time to confirm given the time delays that this process took the entire contract needed to be re priced. As a result of the changes in the de-silting methodology, delayed costs to the contractor and general price increases within the construction market the entire project cost has now increased to £750k over the original available project budget .To resolve this the team have a agreed a range of specification changes and some reductions in the scope of works. This has helped reduce the costs and combined with the allocation of additional S106 contributions the project is now close to a balanced budget.
- 2.3 **Proposal**  
This report seeks authority and support for the release of a further contribution of capital funding currently held within the Highfields Park Leisure Trusts accounts.

In order to balance the project budget and continue with the implementation of the restoration and improvement works a further £200,000 requested to be released from the dowry fund. If agreed by the Committee, formal agreement will be sought from the Charity Commission to release the funds for the purpose of match funding and

balancing the project budget. The remaining £188,500 dowry fund will remain with the Highfields Park Leisure Trust account and will be secured to enable future revenue contributions to be provided through interest or to cover any future unidentified financial risk to the Trust.

### **3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS**

- 3.1 The release of the dowry funds is sought because this option presents the only secure and potentially available funding at the present time and it will enable the Council's HLF restoration project to progress at speed
- 3.2 Delegated authorities will enable full discussion to take place with the Charity Commission in order to approve this additional contribution.

### **4 FINANCE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY/VAT)**

- 4.1 At the 31 March 2016 the Highfields Trust has dowry reserves invested with the City Council of £888,500, as per section 2.2 the committee has agreed committed to using £500,000 leaving £388,500 uncommitted. If this further drawdown is approved Highfields reserves will stand at £188,500.

This additional drawdown of £200,000 would reduce the trusts income by a further £1,000 using the current interest rate of 0.5%. However the improvement works will help to save on ongoing repairs and maintenance which will generate a net benefit to the Trust.

Highfields trust is not in a position to contribute to its reserves due to the City Council deficit funding the trust. So reducing the reserves would affect the Highfield Trusts ability to meet any unforeseen expenditure. However, prior to these works being carried out at Highfields Trust the dowry reserves have not been required for drawdowns for a number of years.

### **5 LEGAL AND PROCUREMENT COMMENTS (INCLUDING RISK MANAGEMENT ISSUES, AND LEGAL, CRIME AND DISORDER ACT AND PROCUREMENT IMPLICATIONS)**

- 5.1 The main risk at this point is that the Charity Commission does not support the further release and use of funds from the Highfields Park Leisure Trust dowry. In order to reduce this risk further legal advice will be provided and, if necessary, a meeting arranged to discuss the proposals in details with the Charity Commission.

### **6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISION RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE) (AREA COMMITTEE REPORTS ONLY)**

- 6.1 N/A

### **7 EQUALITY IMPACT ASSESSMENT**

- 7.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required because:

(Please explain why an EIA is not necessary)

An EIA is not required as there is no changes to the scope of this project.

## **8 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION**

8.1 NONE

## **9 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT**

- Highfields Park Leisure Trust - Release of additional Dowry Funds Trust & Charities Committee 28th November 2014
- Highfields Parks Heritage and Big Lottery Fund, Parks For People Restoration and Improvement Project: Stage Two Application. Executive Board 22nd July 2014
- Highfields Parks Heritage and Big Lottery Fund, Parks For People Restoration and Improvement Project: Stage Two Application. Trust and Charities Committee 30th May 2014
- Highfields Park: Heritage and Big Lottery Fund, Parks For People Restoration and Improvement Project: Stage One Application. Executive Board 17th July 2012.
- Highfields Park: Heritage and Big Lottery Fund, Parks For People Restoration and Improvement Project: Stage One Application. Trust and Charities Committee 1st June 2012.
- Highfields Park: Trust Release of Dowry Funds Trust and Charities Committee report 24th February 2012.
- Highfields Park: Lottery Bid Expression of Interest and Delegated Authorities for Highfields Park and Harvey Hadden Stadium Trust and Charities Committee report 6th August 2011
- Heritage Lottery Fund Parks for People introduction and help notes, 2010.
- Highfields Park Master plan and Conservation Management Plan, FPCR, 2009

**Trusts and Charities Committee - 29<sup>th</sup> July 2016**

<b>Title of paper:</b>	<b>Bridge Estate Property Portfolio Update</b>	
<b>Director(s)/ Corporate Director(s):</b>	Kevin Shutter, Director Strategic Asset and Property Management (Interim)	<b>Wards affected: Various</b>
<b>Report author(s) and contact details:</b>	Bevis Mackie – Senior Estates Surveyor. Tel 0115 876 3635 Bevis.Mackie@nottinghamcity.gov.uk	
<b>Other colleagues who have provided input:</b>	Richard Cox (Property)	
<b>Date of consultation with Portfolio Holder(s) (if relevant)</b>		
<b>Relevant Council Plan Strategic Priority:</b>		
Cutting unemployment by a quarter		<input checked="" type="checkbox"/>
Cut crime and anti-social behaviour		<input type="checkbox"/>
Ensure more school leavers get a job, training or further education than any other City		<input type="checkbox"/>
Your neighbourhood as clean as the City Centre		<input type="checkbox"/>
Help keep your energy bills down		<input type="checkbox"/>
Good access to public transport		<input type="checkbox"/>
Nottingham has a good mix of housing		<input type="checkbox"/>
Nottingham is a good place to do business, invest and create jobs		<input checked="" type="checkbox"/>
Nottingham offers a wide range of leisure activities, parks and sporting events		<input type="checkbox"/>
Support early intervention activities		<input type="checkbox"/>
Deliver effective, value for money services to our citizens		<input type="checkbox"/>
<b>Summary of issues (including benefits to citizens/service users):</b>		
The report sets out the key property events that have taken place or are proposed for the Bridge Estate since the date of the last meeting.		
<b>Recommendation(s):</b>		
<b>1</b>	That Committee notes the contents of this report	

**1. UPDATE**

This report sets out the key Bridge Estate property transactions and events that have taken place or for which proposals have been progressed, since the date of the last meeting.

**Former EME Office Block premises, Woolsthorpe Depot, Woolsthorpe Close**

Terms for the granting of a new lease have provisionally been agreed with the existing tenant subject to committee approval. This item will be addressed under a separate report.

### **34 Lister Gate**

Terms for the granting of a lease have provisionally been agreed subject to committee approval. This item will be addressed under a separate report.

### **First Floor, Century House, 8 - 18 Chapel House**

The former tenant vacated the property following the termination of their lease at 10<sup>th</sup> May. A schedule of dilapidations has been served on the former tenant under which negotiations remain on-going with respect to settling the breaches under the former agreement. A prospective tenant has expressed interest in taking a lease for these premises with whom discussion are progressing.

### **Units 22-24 Whitemoor Court**

The building contractor G F Tomlinson are continuing with the reconstruction of these premises with the contract to be completed October this year.

A prospective tenant has expressed a firm interest in taking a lease for these premises and are understood to be making enquiries regarding total costs associated with taking this space. We are progressing discussions accordingly with the interested party .

A further update from legal services regarding the status of legal proceedings in respect of 23 Whitemoor Court will be provided at the meeting.

## **2. OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS**

Not applicable as the report is for information only.

## **3. FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)**

Not applicable.

## **4. RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS AND CRIME AND DISORDER ACT IMPLICATIONS)**

None

## **5. EQUALITY IMPACT ASSESSMENT**

Has the equality impact been assessed?

Not needed (report does not contain proposals or financial decisions)

No

Yes – Equality Impact Assessment attached

Due regard should be given to the equality implications identified in the EIA.

6. LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

None

7. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

None

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