

NOTTINGHAM CITY COUNCIL

TRUSTS AND CHARITIES COMMITTEE

MINUTES of the meeting held at LB31 - Loxley House, Station Street, Nottingham, NG2 3NG on 17 September 2014 from 2.01pm- 3.35pm

Membership

Present

Councillor John Hartshorne (Chair)
Councillor Liaqat Ali
Councillor Glyn Jenkins
Councillor Anne Peach
Councillor Roger Steel

Absent

Councillor Thulani Molife
Councillor Carole-Ann Jones
Councillor Timothy Spencer
Councillor Sam Webster

Colleagues, partners and others in attendance:

Melvyn Bailey	- Auditor, Rogers Spencer
Richard Cox	- Senior Estates Surveyor
Barry Dryden	- Senior Finance Manager
Noel McMenamin	- Governance Officer
Malcolm Townroe	- Head of Legal Services
Tracy White	- Senior Finance Assistant

10 APOLOGIES FOR ABSENCE

Councillor Thulani Molife – unwell
Councillor Carole Jones – other Council business
Councillor Tim Spencer - unwell
Councillor Sam Webster – other Council business

11 DECLARATIONS OF INTERESTS

None.

12 MINUTES

Subject to amending Malcolm Townroe's job title to 'Head of Legal Services', the minutes of the last meeting held on 30 May 2014 were confirmed and signed by the Chair.

13 BRIDGE ESTATE ANNUAL REPORT AND STATEMENT OF ACCOUNTS 2013/14

Barry Dryden, Senior Finance Manager, introduced the report of the Acting Corporate Director of Resources setting out the 2013/14 accounts for the Bridge Estate. He highlighted the following points:

- a) The accounts have been audited by Rogers Spencer;
- b) The Statement includes a contribution of £1,439,734 to the Council. This is a slight decrease compared with 2012/13 due to factors including a decrease in 'other incoming resources' and a decrease in investment income as a result of the purchase of the Lister Gate property;
- c) Overall net assets increased by £417,506 due to an increase in net current assets generated by asset sales, and a decrease in long term borrowing, offset by a net decrease in the value of investment property;
- d) There has been an increase in debtors from £625,533 in 2012/13 to £3,142,394 in 2013/14;
- e) No major accounting issues were identified during the audit;
- f) The management letter identified 5 minor weaknesses.

During discussion, it was explained that there was a difficulty in finding the title deeds to very old properties. Mr Townroe asked Finance colleagues to let him know of any gaps so these could be checked against the card index system held by Legal colleagues.

RESOLVED to

- 1) **approve the Bridge Estate Annual Report and Statement of Accounts for the financial year 2013/14;**
- 2) **transfer £1,439,734 from the Bridge Estate to the City Council General Fund; and**
- 3) **approve the Letter of Representation included within the Audit Highlights Memorandum.**

14 HARVEY HADDEN STADIUM TRUST AND HIGHFIELDS PARK TRUST ANNUAL REPORT AND STATEMENT OF ACCOUNTS 2013/14

Barry Dryden, Senior Finance Manager, introduced the report of the Acting Corporate Director of Resources setting out the 2013/14 accounts for the Highfields Leisure Park Trust and Harvey Hadden Stadium Trust. He highlighted the following points:

- a) Both sets of accounts have been independently examined by the Council's Internal Audit service as required by the Charity Commission.

Harvey Hadden Stadium Trust

- b) Key financial issues for 2013/14 were:
 - i) a reduction in grant from the Council by £22,383; and
 - ii) a major reduction in income and expenditure throughout the year as a result of major construction works carried out.

Highfields Leisure Park Trust

- c) Key financial issues for 2013/14 were:
 - i) a reduction in grant from the Council by £6,077;

- ii) an increase in income from fees and charges and refreshment concessions; and
- iii) an increase in electricity charges, which is being investigated.

RESOLVED to

- 1) **approve the Highfields Leisure Park Trust annual report and financial statements for the financial year 2013/14; and**
- 2) **approve the Harvey Hadden Stadium Trust annual report and financial statements for the financial year 2013/14.**

15 BRIDGE ESTATE, HARVEY HADDEN STADIUM TRUST AND HIGHFIELDS PARK TRUST - QUARTER 1 BUDGET MONITORING 2014/15

Barry Dryden, Senior Finance Manager, introduced the report of the Acting Corporate Director of Resources detailing the forecast outturn for 2014/15 Bridge Estate, Highfields Leisure Park Trust and Harvey Hadden Stadium Trust, based on the first quarter's budget monitoring. He highlighted the following points in his presentation and during discussion:

- a) all three charities are performing fairly well.

Bridge Estate

- b) Current projections indicate that overall the budgeted surplus will be achieved;
- c) Century House is currently under offer;
- d) Proposals for capital receipts during 2014/15 were set out in the report. There is a potential shortfall in available funding of £1,153,804. There is potential for non-property investments to be realised to help meet the funding shortfall.
- e) It is proposed that, as it is no longer required now that the properties have been sold, the reserve fund for residential properties is transferred into the reserve for Trent Bridge repairs;
- f) Asset management plans for all properties in the portfolio are being prepared;
- g) Efforts are being made to push requirements on to tenants with full repair and insurance leases;
- h) From 2017/18 there will be a requirement to meet Energy Performance Certificate baselines. This will require significant financial outlay which could be met from newly established reserves;
- i) There is a constant awareness of investment potential.

RESOLVED to

- 1) **transfer the reserve for repairs and maintenance of properties into the reserve for Trent Bridge repairs; and**
- 2) **note the forecast outturn for each of the trusts for 2014/15.**

16 BRIDGE ESTATE INSPECTION TOUR OUTCOMES

7. Bridge Estate Inspection Tour Outcomes

The Committee discussed the outcomes of the Bridge Estate inspection tour. During discussion the following comments were made:

- a) There are some areas of concern, for example erosion of stonework.
- b) The kiosk is not owned by the Bridge Estate but ownership of the toilets will be checked.
- c) It should be clear to people that they are entering Nottingham.
- d) Work is taking place in relation to lighting issues. As replacement is due to take place there is a reluctance to spend money addressing the light with a dent at this stage. There will be a future report to the Committee regarding lighting.
- e) In terms of cleanliness the road is cleaned twice a week and the pavement is cleaned once a week. This does not incur a recharge. There would be a recharge if there was a requirement for cleaning above normal standards.
- f) There is a perception that Conservation Areas get special treatment.

17 SALE OF 14 GORSEY ROAD, MAPPERLEY

Richard Cox, Senior Estate Surveyor, introduced the report, explaining that the residential property, comprising 3 self-contained flats, was now vacant. The sale was in line with Bridge Estate's policy of disposing of residential property assets, and selling at auction provided the opportunity for a quick sale at Market Value. Only one residential property, 16 Gorsey Road, remained in the portfolio, and this was leased to Family First until 2017.

RESOLVED

- (1) to approve the sale of the freehold interest in 14 Gorsey Road, Mapperley, at auction;**
- (2) to delegate authority to the Director of Strategic Asset and Property Management to set the auction reserve and agree the final selling price.**

18 BRIDGE ESTATE PROPERTY PORTFOLIO UPDATE

Richard Cox, Senior Estate Surveyor, introduced the report which updated the Committee on the following sites:

- Woolsthorpe Close depot;
- 14-16 Wheeler Gate;
- Whitemoor Court; and
- Castle Bridge Office Building.

Mr Cox advised that the Court case relating to the fire at Unit 23 Whitemoor Court found in favour of the Council. A contract to rebuild the fire damaged units at Whitemoor Court will go out to tender.

RESOLVED to note the report.

19 PAINTING OF PARAPETS - TRENT BRIDGE

Richard Cox, Senior Estate Surveyor, introduced the report on painting the parapets on Trent Bridge, making the following points:

- (a) The required work was identified during the Committee's Bridge Estate Inspection Tour in June 2014;
- (b) the whole structure was scheduled for repainting in 2018, but the proposed works would improve the Bridge's appearance, in line with the Committee's expectations.

During discussion, the Committee made the following comments:

- (c) a councillor commented that a split in the balustrade should be repaired before the painting was completed;
- (d) Mr Cox undertook to check whether there was any specific requirement for the colouring of the roundels;
- (e) councillors requested a more detailed discussion of Trent Bridge highways issues at a future meeting of the Committee.

RESOLVED to approve the appointment of Norris Painting and Interiors to paint the pavement face of the Trent Bridge parapets at the terms set out in the exempt appendix.

20 TREE WORKS, OLD COACH ROAD, WOLLATON

Richard Cox, Senior Estates Surveyor, introduced the report of the Director of Strategic Asset and Property Management detailing works required to an avenue of trees on Old Coach Road, Wollaton. He highlighted the following points:

- a) Old Coach Road was acquired by the Bridge Estate in 1938 and has never been adopted;
- b) The lime trees that line the road now present an issue due to their size and as the trees are located on land owned by the Bridge Estate the responsibility for their maintenance rests with it;
- c) The trees cannot be left unmanaged due to the health and safety risks;

- d) Previous consideration has been given to whether the road can be adopted and steps that would need to be taken to do this. It will be costly to upgrade the road to adoptable standard;
- e) Lots of residents have rights to use the road and an examination of these historic access rights will be undertaken to ascertain whether any of the costs can be re-charged, but it is likely to be very difficult to enforce payment from those who use it;
- f) It might be necessary to put in a turnhead but it is not possible to use private land for this.

The Chair suggested that the issue be brought to the attention of Area 7 Committee.

RESOLVED to approve the appointment of JA Kent Services (East Midlands) Ltd to carry out works to the trees on Old Coach Road at the price set out in the exempt appendix.

21 EXCLUSION OF THE PUBLIC

RESOLVED to exclude the public from the meeting during consideration of the remaining agenda 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 outweighed the public interest in disclosing the information.

22 PAINTING OF PARAPETS - TRENT BRIDGE - EXEMPT APPENDIX

The Committee considered the exempt appendix to the Director of Strategic Asset and Property Management's report.

RESOLVED to note the information contained in the appendix.

23 TREE WORKS - OLD COACH ROAD, WOLLATON - EXEMPT APPENDIX

The Committee considered the exempt appendix to the Director of Strategic Asset and Property Management's report.

RESOLVED to note the information contained in the appendix.