

# Public Document Pack



**Nottingham  
City Council**

## **Nottingham City Council Housing and City Development Scrutiny Committee**

**Date:** Monday 18 December 2023

**Time:** 10:00am

**Place:** Ground Floor Committee Room - Loxley House, Station Street, Nottingham,  
NG2 3NG

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

**Director for Legal and Governance**

**Scrutiny and Audit Support Officer:** Adrian Mann

**Direct Dial:** 0115 876 4353

- 1 Changes to Membership**  
To note that Councillor Nadia Farhat has stood down from the Committee
- 2 Apologies for Absence**
- 3 Declarations of Interests**
- 4 Minutes** 3 - 8  
Minutes of the meeting held on 16 October 2023, for confirmation
- 5 Committee Terms of Reference** 9 - 14  
Report of the Statutory Scrutiny Officer
- 6 Asset Rationalisation - Policy and Process** 15 - 26  
Report of the Statutory Scrutiny Officer
- 7 Housing Strategy Development** 27 - 38  
Report of the Statutory Scrutiny Officer
- 8 Work Programme** 39 - 44  
Report of the Statutory Scrutiny Officer

If you need advice on declaring an interest in any item on the agenda, please contact the Scrutiny and Audit Support Officer shown above before the day of the meeting, if possible.

Citizens are advised that this meeting may be recorded by members of the public. Any recording or reporting on this meeting should take place in accordance with the Council's policy on recording and reporting on public meetings, which is available at <https://www.nottinghamcity.gov.uk/your-council/about-the-council/council-meetings-decisions/recording-reporting-on-public-meetings>. Individuals intending to record the meeting are asked to notify the Scrutiny and Audit Support Officer shown above in advance.

## Nottingham City Council

### Housing and City Development Scrutiny Committee

Minutes of the meeting held at Loxley House, Nottingham on 16 October 2023  
from 10.00 am - 12.09 pm

#### Membership

##### Present

Councillor Sam Harris (Chair)  
Councillor Sarita-Marie Rehman-Wall  
(Vice Chair)  
Councillor Kevin Clarke  
Councillor Neghat Khan  
Councillor AJ Matsiko  
Councillor Michael Savage  
Councillor Adele Williams

##### Absent

Councillor Nadia Farhat

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

Councillor Jay Hayes	- Portfolio Holder for Housing
Jane Garrard	- Senior Governance Officer
Amy Goulden	- Head of Community Safety
Kevin Lowry	- Director of Housing
Adrian Mann	- Scrutiny and Audit Support Officer
Sajeeda Rose	- Corporate Director for Growth and City Development
Phil Wye	- Governance Officer

#### 10 Apologies for Absence

Councillor Nadia Farhat – work commitments

#### 11 Declarations of Interests

None.

#### 12 Minutes

The minutes of the meeting held on 18 September 2023 were confirmed as an accurate record and signed by the Chair.

#### 13 Homelessness and Rough Sleeping

Councillor Jay Hayes, Portfolio Holder for Housing, Sajeeda Rose, Corporate Director for Growth and City Development, Kevin Lowry, Director for Housing, and Amy Goulden, Head of Community Safety, presented the report and delivered a presentation outlining the current situation in relation to homelessness and rough sleeping in Nottingham. The following information was highlighted:

National position

- (a) nationally, the number of Statutory Homeless cases that are successfully accommodated at the end of prevention duty is 45%, which is the lowest since 2018. At the end of 2022 100,000 households were in temporary accommodation;
- (b) private rents increased by 5.1% in 2022, which is the highest in year increase since 2016, and in the first quarter of 2023 only 5% of properties in the private rented sector (PRS) were affordable at Local Housing Allowance (LHA) rates. Low income households face a £372 per month deficit between their rent and LHA;
- (c) the National Housing Federation estimates 8.5 million people have an unmet housing need nationally. Bed and Breakfast and Hotel use has increased 5 fold since 2009, and 1 in 100 households in England are experiencing acute homeless need due to freezes on Housing Benefit, dwindling social housing supply and a general lack of affordable homes. 88% of councils reported an increase in cases evicted from PRS with 93% expecting a deterioration in the coming year;
- (d) the number of social housing lets has decreased. In Nottingham over 10 years these have reduced from around 2000 to around 1000. This is partly due to reduced affordable housing development, increased mortgage costs and interest rates leading to fewer sales.

Homelessness

- (e) Housing Aid has been rebranded to Housing Solutions, with the emphasis on helping households to find the right option for them. It has undergone significant recruitment, expanding from 42 to 91 full time equivalent staff. Recruitment has been both internal and external, and has resulted in more managerial capacity. All staff have received relevant training, and partnership working is being maximised. The current transformation work planned within Housing Solutions is expected to be fully implemented from April 2024, and is intended to achieve ongoing cost savings;
- (f) best use of the Council's housing stock is being managed, incentivising people to downsize. Capacity for additional new build property is always looked at, but the number of homes being bought under the right to buy scheme means that it will always remain a struggle to keep up. When people are identified as having local connections elsewhere than Nottingham, they are referred to other areas.

During the discussion and in response to questions from the Committee, the following points were raised:

- (g) an Empty Homes Officer oversaw the number of properties that were empty to bring them back into use, but it was not possible to sustain this post in the context of needing to achieve cost savings. However, work is still underway to ensure that empty homes are brought back into use in a timely manner;
- (h) the number of people on the waiting list for social housing is extremely high Those that are homeless will be prioritised for a property, but the 'hidden homeless' who may be sofa surfing could have a long time to wait. There has been ongoing work to revisit the allocation policy so that these people have more chance of gaining a

property and, in particular, to ensure that people do not refuse temporary accommodation in the belief that they will be offered permanent accommodation more quickly if they are sleeping rough;

- (i) the Council had a policy to not house families in high-rise flats. This has now been changed so that families can be housed more quickly, but is used as a temporary arrangement and used sparingly;
- (j) the communication strategy is critical so that citizens know where to go for advice and this works across the other workstreams within Housing Solutions;
- (k) the Committee suggested that Council officers at food banks for citizens to approach for advice could be a good way to contact the wider community and identify those at risk at an earlier stage to help prevent homelessness;
- (l) the Council is aiming towards the elimination of the use of nightly temporary accommodation such as hotels and bed and breakfasts by 2026-27. The amount of legitimate temporary accommodation has been increased, which is better for budgets but also better for households and families;
- (m) the Council is now able to keep receipts from the sale of properties through the Right to Buy programme. However, these homes are sold at a discount and often have debts associated with them so this is not enough to build a replacement property. There is also the difficulty of finding sites and the increasing costs of construction. There is some grant funding available for new build property, but this comes with conditions and usually requires match funding;
- (n) there is an alignment between housing need and planning. The Council has little power to make private developers build their approved schemes to completion and avoid land banking. Housing trade bodies are encouraging the Government to adopt a 'use it or lose it' policy. The Council has participated in the national review of the Government approach to supported housing;
- (o) as the homelessness position is so significant the Council needs need to elevate the involvement of charities and partners and emphasise the challenge to support citizens.

### Rough Sleeping

Kevin Lowry, Director for Housing, continued the presentation and highlighted the following:

- (p) rough sleeping has increased by 26% in the last 12 months, with 15% of rough sleepers being women. Increasingly, people who have options to be housed continue to sleep rough due to mental health issues or substance abuse;
- (q) monitoring has been enhanced, including a new workbook providing detailed information about the individuals and their circumstances in the days following the monthly count, and a multi-agency meeting to discuss the plans;

- (r) there is going to be a renewed focus on the activity of the street outreach team, including ensuring the specific targeting of people who are housed and new rough sleepers. Services are being mobilised, including a 10-bed women's service and a 20-bed hub;
- (s) a series of joint operations (including Police, Community Protection, and the Street Outreach and Substance Misuse teams) will be taking place. The focus will be around those not engaging with support from services and hotspot areas for drinking and drug taking;
- (t) planning for winter is underway, with a planned 'sit-up service'. Collectively with partners, 35 emergency bed spaces will be provided. In addition to this, the Emmanuel House winter shelter will be running from the University of Nottingham campus, which will add another 27 bed spaces. Out of city cases will be provided with one night's accommodation only;
- (u) the Home Office has changed its policy in relation to the housing of newly recognised refugees and survivors of trafficking, now giving a 7-day 'notice to quit' from Home Office accommodation, when 28 days' notice had been given previously. This is resulting in an increase in people at risk of homelessness and presentation to the Council for support, leading to extra pressures and costs on the service. The Council has made strong representations to the Home Office that this process is increasing the burden on local services and is insufficiently supported.

During the discussion and in response to questions from the Committee, the following points were raised:

- (v) rough sleeping increases the risk of criminal or sexual exploitation, and modern slavery, so these people are very vulnerable and in need of close support;
- (w) the re-homing of Ukrainian refugees is ongoing, and is largely based on goodwill and housing in spare rooms. A number have moved into PRS homes, but this is a complicated transition managed by the Department for Levelling Up, Housing and Communities. There is an expectation that the funding will finish in March 2024;
- (x) if somebody refuses to engage in entering suitable accommodation, particularly during the winter period, the Council will persist and continue to make approaches, identifying the multiple needs that people may have. The Police and Community Protection do have some powers to move people on, sometimes to other cities, and a judgement call must be made as to whether this is the best approach;
- (y) the 5 'sit-up' centres are designed to be an acceptable alternative to traditional accommodation, where people can retain their social connections and avoid rough sleeping in the cold winter weather;
- (z) partner organisations providing services commissioned by the Council all go through the Council's compliant procurement route, looking at cost per unit and the cost to providers of providing the service, and regular work is carried out to ensure value for money in commissioning;

- (aa) if a Nottingham citizen is released from prison it is the duty of the Council to secure suitable accommodation. The Council is often given very little advance notice of releases, so this can also lead to pressure on the service .

**Resolved**

**1) to request further information on:**

- a) the number of individuals and families presenting to Housing Solutions as being at risk of homelessness due to being served a Section 21 eviction notice in relation to their private rented accommodation;**
- b) the current levels of empty social housing and how quickly these void properties are re-tenanted;**
- c) the level of referrals made to Adult Social Care where additional service requirements need to be met to help people previously sleeping rough to stay in accommodation (such as Supported Living arrangements); and**
- d) the recent levels and trends of enforcement action undertaken by the Police and Community Protection in relation to rough sleepers;**

**2) to request written updates on:**

- a) the implementation of the proposed transformation work within Housing Solutions for April 2024;**
- b) the outcomes of this transformation work; and**
- c) the progress made towards achieving the ending of the need to use one-off night-time accommodation by 2026-27;**

**3) to recommend that:**

- a) all possible steps are taken to engage with both the Home Office and the Probation Service to seek to receive viable advance notice of upcoming evictions and releases, so that support can be provided in an effective and timely way; and**
- b) the Portfolio Holder for Housing gives consideration to how the Council and its partners could engage with these Government departments at a national level in relation to the impact of their current eviction/release processes on the ability of Local Authorities to discharge their statutory duties for the prevention and relief of homelessness in an effective way.**

**4) to recommend that:**

- a) partnership work is progressed with other local Councils both on where temporary accommodation can be provided effectively and in supporting refugees/asylum seekers to present for housing support within the right local authority area; and**
- b) consideration is given to what partnership working opportunities in relation to addressing homelessness and rough sleeping might arise as a result of the establishment of the proposed Combined County Authority;**

- 5) to recommend that appropriate steps are taken to ensure an effective communications campaign at the community level so that:**
- a) people at risk of homelessness are aware of the Housing Solutions support offer; and**
  - b) winter sit-up services for rough sleepers are as known about and as welcoming as possible.**
- 6) to recommend that all appropriate steps are taken with partners to ensure the safety of rough sleepers, prioritise support effectively, provide appropriate refuges and combat exploitation.**

#### **14 Work Programme**

The Committee noted the work programme.



## **Housing and City Development Scrutiny Committee 18 December 2023**

### **Committee Terms of Reference**

#### **Report of the Statutory Scrutiny Officer**

#### **1 Purpose**

- 1.1 To note that, at its meeting on 13 November 2023, the full City Council added additional wording to the Committee's Terms of Reference to help support the Council's delivery of the new requirements of the Social Housing Regulation Act 2023.

#### **2 Action required**

- 2.1 The Committee is asked to note the addition of the following wording to the 'Purpose' section (point (g)) of its Terms of Reference: "regarding housing, contribute towards providing assurance and oversight of the Council's statutory responsibilities in the context of regulatory compliance and tenant satisfaction."

#### **3 Background information**

- 3.1 Following the passing of the Social Housing Regulation Act 2023, local authorities with housing management and maintenance responsibilities must provide assurance and oversight of regulatory compliance and tenant satisfaction.
- 3.2 As a Scrutiny body with a key function in the oversight of Housing services it is important that the Committee plays a role in this, so the Terms of Reference have been updated accordingly (following consultation with the Committee at its meeting on 18 September 2023).
- 3.3 Further consideration is being given to how the Council's governance arrangements for housing can support the delivery of the requirements of the Act, including the potential appointment of co-optees to the Committee. The ability to appoint co-opted members is provided for already under Article 11 of the Council's Constitution, but further amendments to the Committee's Terms of Reference and other sections of the Constitution may be proposed in due course as discussions about oversight and governance progress.

#### **4 List of attached information**

- 4.1 Terms of Reference: Housing and City Development Scrutiny Committee

**5 Background papers, other than published works or those disclosing exempt or confidential information**

5.1 None

**6 Published documents referred to in compiling this report**

6.1 Report to and minutes of the Housing and City Development Scrutiny Committee meeting held on [18 September 2023](#)

6.2 Report to and minutes of the City Council meeting held on [13 November 2023](#)

6.3 [Nottingham City Council's Constitution](#), Article 9 and Article 11

**7 Wards affected**

7.1 All

**8 Contact information**

8.1 Adrian Mann, Scrutiny and Audit Support Officer  
[adrian.mann@nottinghamcity.gov.uk](mailto:adrian.mann@nottinghamcity.gov.uk)

# Housing and City Development Scrutiny Committee

## 18 December 2023

### Terms of Reference

#### 1 Description

- 1.1 The Housing and City Development Scrutiny Committee (the Committee) is a politically balanced Non-Executive Committee of Council. It is established to discharge functions conferred by the Localism Act 2011 and other relevant legislation in relation to matters relating to housing and city development including economic development, employment and skills, business growth and inward investment, property and asset management, housing, transport, traffic and parking. The Committee is accountable to Council and will report annually to Council on its activities during the previous year.
- 1.2 The Committee will offer constructive review, feedback and challenge to the Council's Executive and other relevant local decision makers on their decisions, actions, policy, strategy and performance.

#### 2 Purpose

- 2.1 The purpose of the Housing and City Development Scrutiny Committee is to:
- a) hold local decision-makers, including the Council's Executive and relevant Boards of the Council's group of companies, to account for their decisions, actions, performance and management of risk;
  - b) review existing policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens;
  - c) contribute to the development of new policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens;
  - d) explore any matters affecting Nottingham and/ or its citizens;
  - e) make reports and recommendations to relevant local agencies with respect to the delivery of their functions, including the Council and its Executive;
  - f) review decisions made but not yet implemented by the Council's Executive in accordance with the Call-in Procedure; and
  - g) regarding housing, contribute towards providing assurance and oversight of the Council's statutory responsibilities in the context of regulatory compliance and tenant satisfaction.

#### 3 Objectives

- 3.1 The Housing and City Development Scrutiny Committee will:
- a) develop and manage a work programme to ensure all statutory and other roles and responsibilities are fulfilled for matters relating to housing and city development to the required standard and which covers review and development of key strategic issues, policies and strategies relevant to

- Nottingham and its residents, and which adds value through the examination of issues of local importance and concern, in accordance with the scope and approach set out in Article 11 – Overview and Scrutiny;
- b) work with the other scrutiny committees to support effective delivery of a co-ordinated overview and scrutiny work programme;
  - c) monitor the effectiveness of its work programme and the impact of outcomes from overview and scrutiny activity;
  - d) regularly review the decisions, actions and performance of the Council's Executive and other relevant local decision makers, including the Council's group of companies, in order to fulfil its role in holding those decision makers to account. Where relevant this role will be co-ordinated with those of the Audit Committee and the Companies Governance Executive Committee;
  - e) receive petitions in accordance with the Council's Petitions Scheme; and
  - f) consider any relevant matter referred to it by any of its members and consider any relevant local government matter referred to it by any Nottingham City Councillor.

3.2 The Housing and City Development Scrutiny Committee has no decision making powers, but has the power to:

- a) require members of the Council's Executive, and certain other local decision makers, to provide information to the Committee, to attend meetings, and answer questions posed by the Committee in relation to their Executive role;
- b) invite other persons to attend meetings of the Committee to provide information and/ or answer questions; and
- c) make recommendations and provide reports to relevant decision makers, and in particular the Council's Executive, on matters within their remits. The Council's Executive and other relevant decision makers have a duty to respond in writing to such recommendations within two months of receipt.

3.3 Further detail on the rules and procedures relating to Overview and Scrutiny, including the Call-in Procedure, can be found in Article 11 – Overview and Scrutiny.

## **4 Membership and Chairing**

4.1 The Housing and City Development Scrutiny Committee has 8 members.

4.2 Members of the Executive are excluded from membership of the Committee.

4.3 Executive Assistants responsible for assisting on a Portfolio within the remit of this Committee are excluded from membership of the Committee.

4.4 The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. The Chair cannot be a Chair of the Board of a company in the Council's Group of companies that relates to matters within the Committee's remit.

4.5 The Housing and City Development Scrutiny Committee may choose to appoint co-opted members to the Committee. Voting arrangements for co-optees will be in accordance with the scheme of voting rights for co-opted members of overview and scrutiny committees set out in Article 11 – Overview and Scrutiny.

## **5 Substitutes**

5.1 Substitute members are permitted for this committee.

## **6 Quorum**

6.1 The standard quorum for Council committees applies to this committee.

## **7 Frequency of Meetings**

7.1 The Housing and City Development Scrutiny Committee will meet six times per year.

## **8 Duration**

8.1 There is no limit on the lifespan of the Housing and City Development Scrutiny Committee.

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## **Housing and City Development Scrutiny Committee 18 December 2023**

### **Asset Rationalisation - Policy and Process**

#### **Report of the Statutory Scrutiny Officer**

#### **1 Purpose**

- 1.1 To scrutinise the policy and processes behind the Council's Asset Management Programme to generate capital receipts by selling surplus property assets to meet the current commitments within the Capital Programme and reduce the Council's level of borrowing, and to seek assurance on the way in which assets are properly identified for disposal.

#### **2 Action required**

- 2.1 The Committee is asked to:

- 1) consider whether it wishes to make any comments or recommendations in relation to the policy and process elements of the Council's Asset Management Programme;
- 2) note that a report on Asset Rationalisation - Delivery and Future Strategy will be brought to a future meeting of the Committee; and
- 3) identify any next steps in the further scrutiny of this issue.

#### **3 Background information**

- 3.1 This issue falls within the remit of the Portfolio Holder for Skills, Growth, Economic Development and Property.
- 3.2 The Council is a major owner of property assets from which services and Council Plan priorities are delivered. Asset Rationalisation represents the process of reorganising the Council's property to improve operating efficiencies and boost the bottom line, using strategic planning and analysis to determine the best use of property and to identify assets potentially surplus to requirement.
- 3.3 Assets owned by the Council are public resources, so the Council should demonstrate a clear benefit in holding a given asset. The reasons for holding an asset should contribute to the delivery of the Council Plan and meet at least one of the following objectives:
- a) to directly deliver services such as leisure centres, day centres, museums, etc., to citizens;

- b) to provide necessary support to direct service delivery through administrative buildings, depots, etc.;
  - c) to generate a financial return for the Council to help fund services through commercial properties; or
  - d) to meet the Council's wider economic or strategic objectives.
- 3.4 The ability to deliver a level of capital receipts has a direct impact on the Council's cashflow and borrowing requirements. Therefore, it is recognised that all Council property is a corporate resource even when occupied by a specific service, held for strategic purposes or used for income generation. When property assets become surplus there is a presumption for disposal unless there is a strong business case approved for alternative use. However, although the disposal of surplus assets is partly about achieving capital receipts, it also ensures that the Council considers efficiencies in terms of the assets that it uses to deliver best value.
- 3.5 A comprehensive Asset Management Strategy to govern how the Council's significant operational and non-operational buildings will be managed, prioritised for investment or ultimately disposed of if surplus to requirements is being developed. In the meantime, it is necessary for the Council to operate an interim Asset Disposals Policy to ensure that property decisions are made with clarity, transparency and integrity. This work is being undertaken in the context of the need to generate significant capital receipts from surplus property holdings to finance the Council's Capital Programme and reduce Council debt, having regard to the Council's voluntary Debt Management Strategy.
- 3.6 The disposal of land held by the Council under the General Fund is subject to statutory provisions, in particular to the overriding duty under Section 123 of the Local Government Act 1972 to obtain 'Best Consideration'. The Council must not dispose of assets for "a consideration less than the best that can be reasonably obtained", and Best Consideration is generally interpreted as being the best price achievable in the open market. However, this does not necessarily require the highest offer to be accepted as certain other factors may be considered as part of the Best Consideration.
- 3.7 Once a property asset is identified as surplus the Head of Property, as the Council's professional lead, will instigate the process to dispose. Properties are only sold after a full options appraisal has taken place. Once the options appraisal has been completed a clear recommendation is developed and, if this is to dispose, the appropriate method is also established. Recommendations are drawn up via a relevant working group and then agreed by the Corporate Property Asset Management Group. Final approval to dispose is done in accordance with the Council's formal governance arrangements.
- 3.8 A report on the policy and process in relation to Asset Rationalisation is attached.

#### **4 List of attached information**

- 4.1 Report: Asset Disposals Policy



**5 Background papers, other than published works or those disclosing exempt or confidential information**

5.1 None

**6 Published documents referred to in compiling this report**

6.1 None

**7 Wards affected**

7.1 All

**8 Contact information**

8.1 Adrian Mann, Scrutiny and Audit Support Officer  
[adrian.mann@nottinghamcity.gov.uk](mailto:adrian.mann@nottinghamcity.gov.uk)

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## **Housing and City Development Scrutiny Committee**

### **18 December 2023**

#### **Asset Disposals Policy**

##### **1.0 Purpose**

- 1.1 The Council is a major owner of property assets from which services are delivered and Council Plan priorities facilitated. The Council does not have an up-to-date Asset Management Strategy that governs how its significant operational and non-operational buildings will be managed, prioritised for investment or ultimately disposed of if surplus to requirements, but a comprehensive Asset Management Strategy will be developed by the end of this year. In the meantime, it is necessary for the Council to develop and adopt an interim Asset Disposals Policy to ensure that property decisions are made with clarity, transparency and integrity.
- 1.2 This work is being undertaken in the context of the need to generate significant capital receipts from surplus property holdings to finance the Council's capital programme and reduce Council debt, having regard to the Council's voluntary Debt Management Strategy approved as part of the Council Budget for 2021/22.
- 1.3 When property assets become surplus, there will be a presumption for disposal unless there is a strong business case approved for alternative use. This policy applies to all required disposals of both Council freehold and leasehold interests in land and property assets.
- 1.4 All disposals of assets held within the General Fund, either by way of sale or leasing and lettings, must be in a way that delivers Best Consideration. In that respect non-financial benefits (which may include additional economic, strategic, operational, etc., benefits) can be considered in determining whether disposal is Best Consideration or not, providing that they can be quantified in cash terms. It is the case that separate legislative requirements exist for disposals of assets held either in the Housing Revenue Account (HRA) or for Planning purposes.
- 1.5 This policy is only intended for Council disposals – it does not apply when the Council acts on behalf of other landowners.
- 1.6 All decisions relating to the declaration of properties as surplus or methods of disposal will be subject to recommendations from the Head of Property (or their deputy) to ensure Best Consideration.
- 1.7 The purpose of this document is to make the Council's policies, guidance and procedures transparent and public.

## **2.0 The Process for Identifying and Declaring Assets as Surplus**

### **Identification of Surplus Assets**

- 2.1 In relation to property assets held for operational purposes, once that operational use ceases, service departments should declare that property surplus to requirements. Service departments may also consider identifying property as surplus if it is beyond its economic life and a better solution can be found through corporate property planning to better meet service need.
- 2.2 The Council is currently giving consideration to the introduction of a 'corporate landlord' as the future model for the management of its land and property assets. In the event of that model being adopted it is probable that decisions regarding surplus declaration will move to the corporate centre.
- 2.3 In the case of the non-operational property held for income generation purposes within the Council's Property Trading Account, one or more of the following conditions may exist which lead to property being declared surplus:
- it has a risk of excessive void periods;
  - it no longer generates the required levels of income and/or repair costs outweigh revenue;
  - it has a risk of future reduction in income or capital value;
  - it has a significant maintenance backlog or capital cost;
  - it has an excessive management time/cost when compared to the benefits accruing; or
  - there is opportunity for capital growth in an alternative use.
- 2.4 The process for identifying surplus or underperforming property will arise in a number of ways, as follows:
- ongoing review of performance/condition surveys of the commercial portfolio;
  - Service Plans and Service Reviews;
  - regeneration schemes;
  - approaches from third parties, e.g., developers or adjoining owners;
  - requests from community groups or public bodies to transfer assets; and
  - a site-by-site asset rationalisation exercise using the asset register and land mapping.
- 2.5 The identification of underperforming or surplus assets within departments will be monitored via structured annual conversations between the relevant Director and the Head of Property to review business needs and priorities. When land and building assets become surplus there will be a presumption for disposal unless there is a strong approved business case for an alternative use or strategic hold. Land and buildings identified as being surplus will need to follow the procedure set out below.

## Declaring an Asset Surplus

- 2.6 For operational properties identified as surplus, the Service is responsible for formally declaring that asset surplus. This is done through a formal decision in accordance with the Council's governance arrangements. Decisions should make the case for sale and, where possible, recommendations for the method of disposal. Recommendations on the method of sale should be made by the Head of Property (or their deputy).
- 2.7 In the case of non-operational property held for commercial purposes, the Head of Property is responsible for bringing forward proposals to declare the property surplus, in conjunction with the Head of Finance and Head of Legal, and otherwise in accordance with the Council's formal governance arrangements.
- 2.8 Recommendations for sale will be captured in an Asset Rationalisation Pro-Forma and approved by the Head of Property. The Asset Rationalisation Pro-Forma should capture relevant comments from the advice given by the Corporate Asset Management Group, which comprises senior officers across the Council, and councillors attending the Asset Rationalisation Board (ARB). Assets being considered for disposal will be presented to the ARB in schedule format, with Asset Rationalisation Pro-Forma only being submitted in relation to either high value or sensitive assets. Should the property not be progressed for sale then the reasons should be clearly recorded, together with a note of the recommendations with the financial and other implications of that decision.
- 2.9 Decisions to dispose will be taken in line with the Council's formal governance arrangements. The Head of Property will determine the disposal strategy to be adopted based on their professional expertise, taking account of external advice where necessary.

## 3.0 Best Consideration and Disposal at an Under-Value

### Best Consideration

- 3.1 The disposal of General Fund land is subject to statutory provisions, in particular to the overriding duty under Section 123 of the Local Government Act 1972 to obtain 'Best Consideration'. Certain other provisions apply to the disposal of open space, which includes the advertising of the intention to dispose through the placing of formal notices in local newspapers for two weeks and to consider any objections raised.
- 3.2 The main consideration in any land disposal is that the Council must not dispose of assets for **"a consideration less than the best that can be reasonably obtained"**, unless it has the express consent of the Secretary of State. This is generally interpreted as being the best price achievable in the open market, however, this does not necessarily require the highest offer to be accepted as certain other factors may be considered.

- 3.3 The Council has the power within the Local Government Act 1972 and the General Disposal Consent (England) 2003 to dispose of any asset at less than best consideration, without the requirement for approval from the Secretary of State, if:
- the difference between the unrestricted or market value of the land to be disposed of and the consideration for the disposal does not exceed £2 million; and
  - the purpose for which the land is to be disposed of is likely to contribute to the promotion or improvement of the economic, social or environmental wellbeing of its area.
- 3.4 There are other statutory provisions that relate to the disposal of assets held in the HRA or for Planning purposes. There are also some areas where additional ministerial consent for sale is needed, e.g., surplus school playing fields.

### **Disposals at an Undervalue**

- 3.5 The default position is that the Council will always dispose of assets to ensure Best Consideration, however, if the Council wishes to dispose of land for less than best consideration then it needs to demonstrate that this is consistent with the organisation's corporate strategic objectives and plans.
- 3.6 In such cases, a business case report following the Government's 5 Case Business Case Model summarising the key facts of any such proposal should be prepared. The business case will be used as a basis for relevant approvals and to test and demonstrate that value for money will be obtained via other means.
- 3.7 The business case will also have a clear recommendation from the Head of Property and advice from Legal Services and Capital Finance. Any decision will be jointly agreed by the Corporate Directors for Growth and City Development and Finance and Resources before final decision by Executive Board.

### **Valuation of Land and Buildings for Disposal**

- 3.8 All necessary valuations for the disposal of land or property at less than best consideration will be carried out by an independent Chartered Surveyor appointed by the Council and the valuation must be carried out in accordance with the RICS Valuation – Global Standards (31 January 2020).
- 3.9 The independent valuation will be undertaken in accordance with the technical appendix to Circular 06/03 – General Disposal Consent. Whilst it is recognised that Section 123 of the Local Government Act does not require an independent valuation when disposing of an interest in land Circular 06/03 does provide that “local authorities are strongly advised in all cases to ensure that they obtain a realistic valuation of that interest, following the advice provided in the Technical Appendix”. This ensures that the Council can

effectively demonstrate transparency in meeting with the requirements of section 123 of the Local Government Act 1972.

- 3.10 All decisions will then be entered into a register kept by the Property Team.
- 3.11 If it is considered that an asset is used for social, community and public purposes and the benefits of that service are deemed to outweigh the value of continuing ownership by the Council on behalf of all Council Tax payers, then the Council may consider the transfer of the asset to a community group on terms to be agreed. Any such transfer should be in accordance with the Council's Community Asset Transfer policy and will need to be agreed via the business case process as outlined above.

#### **4.0 Disposing of the Asset**

- 4.1 The method for the disposal of assets will be assessed and determined on a case-by-case basis. The Council will usually use one of the following means to dispose of land and buildings:

- a) **Open Market Disposal (preferred route of disposal):** For freehold disposal and leasehold interests over 99 (virtual freehold), they will be widely advertised, bids invited and then considered on either a formal or informal basis or via open auction.

The Council will advertise the disposal via its own website with links to property related media and marketing agent's websites. Bids will be invited through methods such as auction, informal and formal tender.

When appropriate, independent agents will be appointed to manage the advertisement and the disposal of the land or property and report to the Council the value of the bids received and provide recommendations on which they consider to be the preferred bidder, taking into account the risks associated, financial benefits and statutory requirements.

Where there is more than one interested party, a 'best and final offers' process will be undertaken when appropriate.

Recommendations on the preferred offer will be made on the basis of price and rent, covenant strength, ability to perform, funding, speed of sale, conditionality, risk, etc., to ensure the best return outcome for the Council. The highest cash offer will not be the sole determinant.

- b) **Private treaty special purchaser:** The Council might dispose of an asset to an individual or special purchaser through a private treaty sale. This can be used for both freehold and leasehold disposals. In order to justify a special purchaser disposal, the proposal should meet one, or more of the following criteria:

- the proposed disposal involves both Council land or buildings and an adjoining property or piece of land owned or controlled by the prospective purchaser;
- the disposal is to an existing tenant;
- the disposal is to a third party who, whilst not an adjoining landowner, would bring additional quantifiable social, environmental or economic benefit;
- to enable the purchase of another site that the Council considers necessary to meet its priorities and Council Plan objectives; or
- for the grant of permanent and non-permanent rights, as by definition these are normally a request from a third party.

In such cases an independent external valuation will generally be procured to advise the Council on the value of the asset.

In circumstances where an external valuation is not considered necessary the asset will be valued by the Council's Chartered Surveyors and Registered Valuers and counter-signed. Exceptions to this are when:

- specialist valuation advice is required;
- there are internal capacity issues; or
- if there is a clear conflict of interest.

Appropriate legal advice as to the legality of the proposed arrangements, with particular reference to all relevant Local Government Act and UK Subsidy considerations, will be obtained.

In all circumstances, a private treaty disposal would seek to produce financial benefits, which would be at least equivalent to those obtainable through an open market disposal and should be supported via recommendation from the Head of Property. Should this not be the case then the policy for disposals at less than best consideration as outlined above should be followed.

Any decision to pursue a private treaty special purchaser disposal is entirely at the discretion of the Council and is the exception rather than the general rule.

- c) **Joint development:** Where a redevelopment proposal includes Council land or property and adjoining land, the Council may choose to pursue a joint development with the adjoining landowner and/or Developer or Registered Social Landlord (RSLs).

The details of a joint development arrangement are likely to differ from scheme to scheme but will broadly involve sharing the cost, risk and return from the project.

The benefits and risks of pursuing this method of disposal would require detailed assessment as part of the appraisal for the development.



This form of development may result in State Aid rules being relevant. Any joint development proposal should be guided by Legal Services.

## **5.0 Determining Value/Price**

- 5.1 Best Consideration will be sought via exposure to the market and purchaser competition.
- 5.2 If a property is not exposed to the market the Council will generally seek an independent valuation to ensure that the Council can effectively demonstrate transparency in meeting the requirements of Section 123 of the Local Government Act 1972. In other circumstances the asset will be valued by a Chartered Surveyor and Registered Valuer from within the Property Services Team.
- 5.3 In the circumstances where an internal valuation is used, valuations will be undertaken by a supervised Surveyor and countersigned by a Chartered Surveyor and Registered Valuer in order to promote standards of best practice.

## **6.0 Financial criteria for disposals**

- 6.1 The Asset Rationalisation Disposal Pro-Forma will provide details of the capital and revenue implications of the recommended option. It includes the impact of the current economic conditions, the VAT and insurance implications. This will be presented as part of the business case for disposal.
- 6.2 Once sites are approved as being suitable for disposal and a programme for disposal has been agreed, this will be included on a disposal plan that is then used to inform the Medium-Term Financial Strategy. However, until exchange/completion of contracts has taken place or a lease has been completed, there will always be a risk that the disposal will not take place in the forecast timescale, so the timescale will therefore be indicative.

## **7.0 External Consents**

- 7.1 External consents are required to declare certain types of properties surplus, i.e., playing fields where Sports England consent is required and public open space that has to be advertised. This process should be commenced at the earliest opportunity, as part of the options appraisal and this taken into consideration in forecast timescales.
- 7.2 Other constraints such as legal, planning, statutory authorities/government policy or financial constraints such as the property having been the subject of funding in the past that necessitates the repayment of grant monies will also need to be taken into consideration.
- 7.3 Checks will be made prior to disposal against the Register of Community Assets. Should the property be included, the Council will proceed in the appropriate way.

## **8.0 Governance and Formal Decision-Making Process**

- 8.1 Once a property asset is identified as surplus the Head of Property as the Council's professional lead will instigate the process to dispose. Properties will only be sold after rigorous option appraisal. In order to determine the options, relevant departments should be consulted with, these include all appropriate operational departments, Legal Services, Finance, Procurement and Human Resources, as appropriate. Once the options appraisal has been undertaken, this will be presented for decision with clear recommendation to dispose and via which method.
- 8.2 Recommendations will be developed via the relevant working groups and be agreed by the Corporate Property Asset Management Group, made up of senior officer representatives, including Finance and Legal. Final approval to dispose will be in accordance with the Council's formal governance arrangements and will include advice from Legal, Finance and Property. Terms of any disposal will be as recommended by the Head of Property, in conjunction with the Head of Finance and Head of Legal, in consultation with relevant Portfolio Holders.

## **Housing and City Development Scrutiny Committee 18 December 2023**

### **Housing Strategy Development**

#### **Report of the Statutory Scrutiny Officer**

#### **1 Purpose**

- 1.1 To consider the development of the Council's draft Housing Strategy, including the key housing challenges and the proposed actions to tackle them, and the carrying out of a public consultation to inform the final version of the Strategy.

#### **2 Action required**

- 2.1 The Committee is asked to:

- 1) consider whether it wishes to make any comments or recommendations in relation to the development of the Council's draft Housing Strategy or the conduct of the public consultation; and
- 2) identify any next steps in the further scrutiny of this issue.

#### **3 Background information**

- 3.1 This issue falls within the remit of the Portfolio Holder for Housing.
- 3.2 The Council's current Housing Strategy, 'Quality Homes for All', was agreed in 2018. Its overall vision was that all of Nottingham's citizens should be able to access a good quality home irrespective of whether it is owned or rented. Work has been carried out to review and develop a new Housing Strategy for Nottingham, which will represent a partnership document delivered by a range of organisations.
- 3.3 Nottingham's population is projected to increase by over 15,000 people over the next 10 years. Nottingham's most recent Local Plan set an annual target for the delivery of an additional 1,170 homes over the next five years until 2028, in line with the Government's method for calculating housing need. However, the Government has also instructed England's 20 largest cities and towns (which includes Nottingham) to increase their housing targets by 35% on top of the base housing need calculation, which brings Nottingham's annual target to 1,580.
- 3.4 A Housing Needs Assessment carried out in 2020 considered the requirement for different types of affordable housing in the city and identified a net need for over 1,100 additional rented affordable homes per year from 2020 to 2038. The number of lettings available each year is around 1,500, with over 10,000 people currently on the Housing Register waiting for social housing.

- 3.5 The pattern of housing tenure in Nottingham has changed over the last twenty years, with the private rented sector increasing to become the largest rented tenure. Home ownership, although still the largest tenure, has declined. There is a relatively high proportion of social and private rented housing in the city in comparison to the rest of the country, and home ownership is below the national average.
- 3.6 Private rents in Nottingham are rising faster than wages and, over the last few years, have been rising faster than the UK average. House prices in the city are rising, though below the rate of many other areas in the country. Nevertheless, lower than average earnings in Nottingham have a significant impact on the affordability of home ownership for many local people.
- 3.7 As a result, the new Housing Strategy seeks to set out how the Council and its partners can best tackle the housing challenges faced in the city, the vision for housing in Nottingham, the priorities for delivering homes and related services, and how the Council will work to:
- develop a framework to underpin the work that is being undertaken in the housing sector;
  - lay out the relevant national, regional and local context and challenges;
  - aid local decision-making founded on robust evidence;
  - target activity and the investment of limited resources;
  - support actions that best meet citizen needs and expectations; and
  - encourage partnership working to address Nottingham's housing issues.
- 3.8 To inform the development of the new Strategy, the Council has undertaken a series of engagement events with key partners to understand Nottingham's housing market and the diverse needs, demands and aspirations of its citizens. A formal consultation on the draft Strategy will take place to ensure that the public and organisations who will be impacted by its commitments have the opportunity to provide their views and feedback before the document is completed.
- 3.9 A report on the development of the draft Housing Strategy and the intended approach to public consultation is attached.

#### **4 List of attached information**

- 4.1 Report: Housing Strategy Development

#### **5 Background papers, other than published works or those disclosing exempt or confidential information**

- 5.1 None

#### **6 Published documents referred to in compiling this report**

- 6.1 ['Quality Homes for All' Housing Strategy](#)

## **7 Wards affected**

7.1 All

## **8 Contact information**

8.1 Adrian Mann, Scrutiny and Audit Support Officer  
[adrian.mann@nottinghamcity.gov.uk](mailto:adrian.mann@nottinghamcity.gov.uk)

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# Housing and City Development Scrutiny Committee

## 18 December 2023

### Housing Strategy Development

#### 1. Purpose

**1.1** This report gives an overview of the Council's developing Housing Strategy, covering the city's key housing challenges and actions to tackle them. The structure and key content of the draft Strategy is outlined below.

**1.2** The report will also give an overview of the public consultation that will take place before the Strategy can be adopted by the Council, to ensure that Nottingham citizens and the Council's partners have had the opportunity to help shape this key document.

#### 2. What a Housing Strategy is for

**2.1** The Housing Strategy seeks to set out how the Council and its partners can best tackle the housing challenges faced in the city. It covers all tenures of housing. The Strategy aims to set out the vision for housing in Nottingham, the priorities for delivering homes and related services, and how the Council will work to:

- develop a framework to underpin the work that is undertaken in the housing sector;
- lay out the relevant national, regional and local context and challenges;
- aid local decision-making founded on robust evidence;
- target activity and investment of limited resources;
- support actions that best meet citizen needs and expectations; and
- encourage partnership working to address Nottingham's housing issues.

#### 3. Nottingham's housing market

**3.1** The pattern of housing tenure in Nottingham has changed over the last twenty years. The private rented sector has increased over this period and has now become the largest rented tenure, having overtaken the social sector, which has declined in size. Home ownership, although still the largest tenure, has also been in decline. Compared to the rest of the country there is a relatively high proportion of social and private rented housing in the city, and home ownership is some way below the country's average.

**3.2** The stock of social housing in Nottingham has reduced significantly. Since the early 1980s the Council has sold over 24,000 Council homes through the Right-to-Buy policy. This is about as many homes as are left in the Council's ownership today. Nottingham is still losing social rented houses through this policy: currently at the rate of around 270 homes per year, with the discount given averaging £14 million per year (this average is for the last five years, 2018/19 to 2022/23).

**3.3** Private rents in Nottingham are rising faster than wages and, over the last few years, have been rising faster than the UK average. The Local Housing Allowance freeze has added to financial pressures for tenants in the private rented sector on Universal Credit or housing benefit as rent costs are no longer fully covered by these benefits.

**3.4** House prices in the city are rising, although still below many other areas in the country. However, lower-than-average earnings in Nottingham have a significant impact on the affordability of home ownership for many local people.

**3.5** Over one quarter of the city's houses are over a hundred years old and more than half are over fifty years old, so often do not meet adequate standards of energy efficiency. Many households in energy inefficient homes coupled with low incomes find themselves in fuel poverty, where 18.1% of households in Nottingham experienced fuel poverty compared to 13.1% in England<sup>1</sup>.

**3.6** It is estimated that 18% of Nottingham's homes are non-decent<sup>2</sup>. A non-decent home is one either with a hazard or immediate threat to a person's health, not in a reasonable state of repair, lacking modern facilities or not effectively insulated or heated. This nationally modelled data indicates that the private rented sector has the highest proportion of non-decent homes (24%), followed by owner-occupied homes (17%).

**3.7** In line with the Government's method for calculating housing need, Nottingham's Local Plan has set an annual target for an additional 1,170 homes for the next five years until 2028. Nottingham was also included in the Government's instruction during September 2021 to England's 20 biggest cities and towns to increase their housing targets by 35% on top of their housing need calculation, which increases the annual target to 1,580.

**3.8** The city's Housing Needs Assessment 2020 considered the need for different types of affordable housing products in the city. It identified a net need for over 1,100 additional rented affordable homes per year in the period 2020-38, with the greatest need being for social rent.

## **4. Nottingham's people**

**4.1** The population of Nottingham is projected to increase by over 15,000 people over the next 10 years. Many residents are on low incomes and the city has high levels of deprivation compared to the national average. There are over 10,000 people on the Housing Register waiting for social housing. The number of lettings available each year is around 1,500, with demand clearly outstripping supply.

**4.2** Nottingham is home to a diverse range of people with a broad range of different and changing needs associated with age, health, disability and levels of vulnerability, all of which will require a degree of strategic intervention to ensure these needs are

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<sup>1</sup> LILEE, 2021

<sup>2</sup> <https://www.gov.uk/government/statistics/english-housing-survey-local-authority-housing-stock-condition-modelling-2019>



met. 36% of Nottingham households have at least one person with a disability, while the average across England is 32%.

**4.3** There is a relatively high proportion of young adults (under 25-year-olds), reflecting the presence of two universities, and a relatively low proportion of adults aged 25-64. Many students who live in the city do so in traditional family housing stock, which contributes to the shortage in quality family housing available in some areas.

**4.4** The level of demand for homelessness support in Nottingham is extremely high and increasing, and the Council is having to place significant numbers of people into temporary accommodation to meet its duties.

## **5. Nottingham's most pressing housing issues**

**5.1** Regarding housing, the key issues the city is facing are:

- a lack of affordable housing to rent;
- high numbers of people who are homeless, including rough sleepers, and people at risk of becoming homeless;
- the quality of rented accommodation and the service provided; and
- the energy efficiency of the city's homes and the impact on the environment from their carbon emissions.

## **6. Vision Statement**

**6.1** The Council's vision statement is that: "Homes in Nottingham provide people with a place to live that is safe, warm and affordable. Every home is of good quality and part of a vibrant local neighbourhood where everyone has a chance to thrive. We believe that regardless of tenure and housing type all citizens should be able to access housing that meets their needs now and into the future."

## **7. Nottingham's Housing Strategy – proposed structure**

**7.1** The proposed structure of the Housing Strategy document is:

- Introduction
- Vision and Priorities
- Nottingham's People and Housing Market – An Overview
- National and Local Policy Context
- The Strategic Aims for Nottingham
  - 1) Meeting the City's Diverse Housing Needs and Aspirations
  - 2) Driving Excellence in Housing Standards and Services Across all Tenures
  - 3) Enabling New-Build Housing Growth and Regeneration for a Green and Prosperous Nottingham
- Resources Available to Deliver the Strategy

## **8. The strategic aims**

**8.1** The draft Strategy details three strategic aims to achieve the vision and these sections are at the core of the document. Each of these aims is supported by a number of key commitments – these are the activities that seek to achieve these aims and ultimately deliver the Council’s vision for Nottingham’s homes.

## **9. Aim One: Meeting the City’s Diverse Housing Needs and Aspirations**

**9.1** Aim one focuses on measures needed to ensure the city’s homes can meet the needs of its diverse population. Measures are proposed that will help meet the needs of the most vulnerable and those whose needs are not readily catered for in the conventional housing market:

- 1) Increasing the supply of affordable homes for local people
- 2) Making best use of social housing
- 3) Enabling independent living through supported and specialist housing provision and support services
- 4) Preventing homelessness and rough sleeping
- 5) Creating safe accommodation and support for people experiencing domestic abuse
- 6) Meeting the needs and aspirations of minority community groups

## **10. Aim Two: Driving Excellence in Housing Standards and Services Across all Tenures**

**10.1** Aim two focuses on how the Council can ensure the existing housing stock in the city is of good quality – that all homes are safe, healthy, warm and dry. Different types of tenure are considered – Council housing, registered providers, private rented and owner occupiers – the most pressing quality issues in these different tenures and how best to influence and work with different types of landlords and property owners to help improve the standard of local housing:

- 1) Improving neighbourhoods, homes and services for our tenants
- 2) Encouraging social housing landlords to invest in their homes and in neighbourhoods in Nottingham
- 3) Promoting good quality and sustainable, secure homes in the private rented sector
- 4) Supporting Owner Occupiers with low incomes to maintain their homes

## **11. Aim Three: Enabling New-Build Housing Growth and Regeneration for a Green and Prosperous Nottingham**

**11.1** Aim three focuses on how the Council can influence the supply of new homes to ensure quality homes and neighbourhoods that meet the city’s future and present needs including families, students and an ageing population. Housing’s contribution to economic growth is considered alongside ensuring that new homes are developed in a low carbon and sustainable way:

- 1) Supporting economic growth

- 2) Encouraging age-friendly and health-promoting homes and neighbourhoods
- 3) Building homes and neighbourhoods for a greener Nottingham
- 4) Bringing empty homes back into use
- 5) Achieving the right balance of student housing

## **12. Delivering the Strategy**

**12.1** Some of the above activities will be carried out by the Council, but many will rely on engagement from a range of partners to help them to be delivered. These commitments are supported by an Implementation Plan designed to monitor and achieve delivery.

## **13. Consultation undertaken**

**13.1** The Council has undertaken a series of engagement events with key partners to understand Nottingham's housing market and the diverse needs, demands and aspirations of its citizens. This engagement activity began with a presentation of the detailed evidence base prepared and the emerging themes. This was followed by a series of workshops where key partners and stakeholders were invited to share their thoughts on the emerging themes and the challenges and opportunities within each to shape the priorities for the strategy and the strategic aims.

**13.2** The Council undertook an ethnicity and housing event to uncover and understand the needs and barriers associated with housing experienced by minority ethnic groups.

**13.3** The draft Strategy has been widely consulted on internally with key teams including Planning, Adult Social Care, Children's Integrated Services, Public Health, Carbon Reduction and Energy Projects and Safer Housing throughout 2023 as it has been developed.

## **14. Overview of the plan for the public consultation**

**14.1** The purpose of the draft Housing Strategy's public consultation is to ensure that the public and organisations who will be impacted by the commitments made in the Strategy have the opportunity to provide their views and feedback, which can then be considered in the final drafting of the Strategy.

**14.2** An online survey will be the key consultation tool, which will be hosted on the Engage Nottingham Hub. It is proposed that this consultation does not incur any non-essential spend, therefore, any in-person engagement will be conducted through already planned partner and public meetings. The Council will seek to establish if there are any potential sponsorship opportunities to help finance consultation and engagement.

**14.3** The survey will be promoted proactively to both organisations and citizen groups. Contacts within organisations will be sent a toolkit to support them to further promote the consultation across their organisation.

**14.4** The proposed audiences for the consultation are:

- Citizens
- Representatives
  - City Councillors
  - MPs
  - Nottinghamshire County Council
  - East Midlands Councils
- Council colleagues
  - Children and Adults (People Department)
- Housing partner organisations
  - Social Housing Providers
  - Private Landlords and Letting Agents
  - Developers
  - Local Universities
  - East Midlands Mayoral Combined County Authority
  - Homes England
- Other organisations
  - Third sector representatives
  - NHS
  - Disability groups
  - Faith and community groups
  - Shadow Combined Authority
  - Homes England
  - Regulator for Social Housing
  - Department for Levelling Up, Housing and Communities
  - Energy agencies

**14.5 Key Stakeholder engagement**

<b>All</b>	<ul style="list-style-type: none"> <li>• Engage Nottingham Hub and corporate channels</li> <li>• Direct mail</li> </ul>
<b>Citizens</b>	<ul style="list-style-type: none"> <li>• Neighbourhood channels</li> <li>• Leaders Update</li> <li>• Housing Services - Tenant and Leaseholder Involvement Team</li> <li>• Social Housing Providers tenant channels</li> <li>• Nottingham Renters</li> <li>• Internal Staff Engagement</li> <li>• Child Friendly Nottingham</li> </ul>
<b>Social Housing Providers</b>	<ul style="list-style-type: none"> <li>• Nottingham Nouse</li> <li>• Direct stakeholder engagement</li> </ul>
<b>Landlords and Agents</b>	<ul style="list-style-type: none"> <li>• Nottingham Nouse</li> <li>• Landlord Newsletters</li> <li>• Nottingham Renters</li> </ul>

<b>Health, Social Care and Specialist Services</b>	<ul style="list-style-type: none"><li>• Internal channels</li><li>• Direct mail to external services</li></ul>
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#### **14.6 Supporting materials**

- Online survey (<https://www.nottinghamcity.gov.uk/engage-nottingham-hub/>)
- Communication plan
  - Web page
  - Press release
  - Social media
- Stakeholder communication toolkit

#### **14.7 Additional public engagement on housing topics**

The Housing Strategy sits above several other strategies and policies, all of which will have had their own public engagement whose feedback has been incorporated into the development of the Housing Strategy.

- Housing Services engagement with tenants and leaseholders
- Private sector housing licensing
- Homelessness and Rough Sleeping

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## **Housing and City Development Scrutiny Committee 18 December 2023**

### **Work Programme**

#### **Report of the Statutory Scrutiny Officer**

#### **1 Purpose**

- 1.1 To consider the Committee's work programme for 2023/24, based on the issues identified by Committee members at previous meetings and any further suggestions arising from this meeting.

#### **2 Action required**

- 2.1 The Committee is asked to note the work that is planned for the remainder of the 2023/24 municipal year and to make any amendments, as required.

#### **3 Background information**

- 3.1 The Committee has been established to:
- hold local decision-makers (including the Council's Executive and the relevant Boards of the Council's group of companies) to account for their decisions, actions, performance and management of risk;
  - review the existing policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens;
  - contribute to the development of new policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens;
  - explore any matters affecting Nottingham and/or its citizens;
  - make reports and recommendations to the relevant local agencies with respect to the delivery of their functions (including the Council and its Executive);
  - review decisions made but not yet implemented by the Council's Executive, in accordance with the Call-In Procedure; and
  - contribute towards providing assurance and oversight of the Council's statutory responsibilities regarding housing in the context of regulatory compliance and tenant satisfaction.
- 3.2 The Committee sets and manages its own work programme for its Scrutiny activity. Business on the work programme must have a clear link to the Committee's roles and responsibilities, and it should be ensured that each item has set objectives and desired outcomes to achieve added value. Once business has been identified, the scheduling of items should be timely, sufficiently flexible so that issues that arise as the year progresses can be considered appropriately, and reflect the resources available to support the Committee's work. It is recommended that there are a maximum of two substantive items scheduled for each Committee meeting, so that enough time can be given to consider them thoroughly.

3.3 The current work programme for the 2023/24 municipal year is attached, and the Committee is asked to review the business and make any amendments that are needed. Potential issues raised by Committee members to date are regularly scoped for scheduling in consultation with the Chair, the relevant senior officers and partners, and the Portfolio Holders with the appropriate remit.

#### **4 List of attached information**

4.1 Housing and City Development Scrutiny Committee Work Programme 2023/24

#### **5 Background papers, other than published works or those disclosing exempt or confidential information**

5.1 None

#### **6 Published documents referred to in compiling this report**

6.1 [Nottingham City Council's Constitution](#), Article 9 and Article 11

#### **7 Wards affected**

7.1 All

#### **8 Contact information**

8.1 Adrian Mann, Scrutiny and Audit Support Officer  
[adrian.mann@nottinghamcity.gov.uk](mailto:adrian.mann@nottinghamcity.gov.uk)



## Housing and City Development Scrutiny Committee Work Programme 2023/24

Meeting	Items
<b>18 September 2023</b>	<ul style="list-style-type: none"> <li>• <b>Appointment of the Vice Chair</b></li> <li>• <b>Committee Terms of Reference</b></li> <li>• <b>Economic Plan</b> To consider the development of the Council's Economic Plan</li> <li>• <b>Housing Maintenance and Repairs</b> To consider the current position in relation to the maintenance and repair of Council-owned housing and scrutinise the plans for improvement</li> <li>• <b>Work Programme</b></li> </ul>
<b>16 October 2023</b>	<ul style="list-style-type: none"> <li>• <b>Homelessness and Rough Sleeping</b> To consider the approach to meeting the need for homelessness support</li> <li>• <b>Work Programme</b></li> </ul>
<b>18 December 2023</b>	<ul style="list-style-type: none"> <li>• <b>Committee Terms of Reference</b> To note the update to the Committee's formal Terms of Reference following the passing of the Social Housing Regulation Act 2023</li> </ul>

Meeting	Items
	<ul style="list-style-type: none"> <li>• <b>Asset Realisation - Policy and Process</b> To scrutinise the policy and framework for decision-making and the process for the delivery of asset disposal</li> <li>• <b>Housing Strategy Development</b> To consider the development of the Council's Housing Strategy and the proposed approach to public consultation</li> <li>• <b>Work Programme</b></li> </ul>
22 January 2024	<ul style="list-style-type: none"> <li>• <b>Asset Realisation - Delivery and Future Strategy</b> To scrutinise delivery against the programme for asset disposal and the strategy for future delivery</li> <li>• <b>Impact of the Proposed 2024/25 Budget on Growth and City Development</b> To review the 2024/25 Budget proposals and consider their potential impact on the services delivered by the Department</li> <li>• <b>Work Programme</b></li> </ul>
19 February 2024	<ul style="list-style-type: none"> <li>• <b>Preparedness for the Combined County Authority</b> To review the Council's preparations to maximise the outcomes for Nottingham as part of the new Combined Authority</li> <li>• <b>Council Tenant Engagement</b> To review how the Council's governance arrangements for social housing ensure effective tenant engagement in decision-making</li> </ul>

Meeting	Items
	<ul style="list-style-type: none"> <li data-bbox="517 237 837 272">• <b>Work Programme</b></li> </ul>
15 April 2024	<ul style="list-style-type: none"> <li data-bbox="517 352 1823 459">• <b>Draft Greater Nottingham Strategic Plan</b> To consider the development of the Greater Nottingham Strategic Plan and the proposed approach to the final stage of public consultation</li> <li data-bbox="517 502 837 537">• <b>Work Programme</b></li> </ul>

### Potential Items to be Scheduled

- Review of the Student Living Strategy
- Development of the Economic Plan
- Development of the Greater Broad Marsh Site
- Housing Maintenance and Repairs
- Delivery of Affordable Housing
- Citizen and Business Outcomes of Major Regeneration and Development
- Outcomes of the Selective Licensing Scheme
- Implementation of the Corporate Landlord Model

### Other Activity

- Reflections on the 2023/24 Work Programme (from **19 February 2024**)

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