



## **Nottingham City Council Trusts and Charities Committee**

**Date:** Monday, 28 September 2020

**Time:** 1.00 pm

**Place:** To be held remotely via Zoom – Councillors and colleagues attending the meeting will be provided with access details.

The parts of the meeting open to the public will be livestreamed on the Council's YouTube Channel at <https://www.youtube.com/user/NottCityCouncil>

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

**Director for Legal and Governance**

**Governance Officer:** Phil Wye **Direct Dial:** 0115 8764637

- 1 Apologies for absence**
- 2 Declarations of interest**
- 3 Minutes** 3 - 4  
To confirm the minutes of the last meeting held on 29 July 2020
- 4 Changing Rooms at Nottingham Hockey Centre, Highfields Park** 5 - 8
- 5 Bridge Estate 2019/20 Audit Report** 9 - 22  
Report of the Strategic Director of Finance
- 6 Bridge Estate Property Update Report** 23 - 26  
Report of the Director of Strategic Assets and Property
- 7 Exclusion of the public**  
To consider excluding the public from the meeting during consideration of the remaining item(s) 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.
- 8 Exempt minutes** 27 - 30

To confirm the exempt minutes of the last meeting held on 29 July 2020

- |           |  |         |
|-----------|--|---------|
| <b>9</b>  | <b>Land Transfer of The Nottingham Tennis Centre to a new Leisure Provider - Exempt item</b> | 31 - 42 |
|           | Report of the Interim Corporate Director of Commercial and Operations                        |         |
| <b>10</b> | <b>Bridget Estate Property Update - Exempt Appendix</b>                                      | 43 - 48 |

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 remotely via Zoom on 29 July 2020 from 1.02 pm - 3.28 pm**

**Membership**

Present

Councillor Anne Peach  
Councillor Steve Battlemuch  
Councillor Ethan Radford  
Councillor Angharad Roberts (Vice Chair)  
Councillor Sajid Mohammed (Chair)  
Councillor Andrew Rule

Absent

Councillor Samuel Gardiner

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

Nancy Barnard	- Governance and Electoral Services Manager
Ian Bretton	- Senior Engineer
Will Cross	- Estates Surveyor
Bevis Mackie	- Principal Surveyor
Dionne Screamon	- Solicitor
Tom Straw	- Senior Accountant (Capital Programmes)

**1 MEMBERSHIP CHANGE**

**Resolved to note that Councillor Azad Choudhry and Councillor Mohammed Saghir are no longer members of the Committee.**

**2 APOLOGIES FOR ABSENCE**

**Councillor Sam Gardiner – Personal Reasons**

**3 DECLARATIONS OF INTEREST**

At the end of the meeting, Councillor Steve Battlemuch declared an interest in agenda items 6 and 9 as a member of the Robin Hood Energy Board. He did not consider that this interest required him to leave the meeting during the discussion of the relevant items.

**4 MINUTES**

Subject to the clarification that Cllr Andrew Rule declared an interest because he works for a firm of insolvency practitioners rather than being an insolvency practitioner himself and the noting of Cllr Peach's apologies the public minutes of the meeting held on 13 December 2019 were confirmed as a true record and the Chair signed them.

## **5 BRIDGE ESTATE POST-AUDIT FINANCIAL OUTTURN 2019/20**

Tom Straw, Senior Accountant (Capital Programmes), introduced the report of the Strategic Director of Finance which detailed the final 2019/20 outturn position for the Bridge Estate and analysed variances to the previous year. He informed the Committee that he had last night received the Audit Report for the Bridge Estate Accounts and that this would be brought to the next meeting of the Committee for sign-off. During the discussion of the report Tom Straw confirmed that a lower figure was being forecast due to the impact of the Covid-19 pandemic. He also confirmed that a higher premises cost had been forecast because of the impact on business rates.

**Resolved to:**

- (1) note the final outturn position for 2019/20;**
- (2) approve the Chair to sign the audited Financial Statements and the Audit Highlights Memorandum on behalf of the Committee; and**
- (3) note the budget and forecast grant paid to Nottingham City Council.**

## **6 BRIDGE ESTATE PROPERTY UPDATE REPORT**

Bevis Mackie, Principal Surveyor, presented the report of the Director of Strategic Assets and Property, which detailed the latest position in relation to Bridge Estate properties in an exempt appendix.

**Resolved to note the report.**

## **7 EXCLUSION OF THE PUBLIC**

**Resolved to exclude 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 not disclosing the information by virtue of Paragraphs 3 and 5 of Part 1 of Schedule 12A of the Act outweighs the public interest in disclosing the information.**

## **8 EXEMPT MINUTES**

The exempt minutes of the meeting held on 13 December 2019 were confirmed as a true record and the Chair signed them.

## **9 BRIDGE ESTATE PROPERTY UPDATE REPORT - EXEMPT APPENDICES**

Bevis Mackie, Principal Surveyor, Tom Straw, Senior Accountant (Capital Programmes) and Dionne Sreaton, Solicitor, presented the exempt appendix to the report of the Director of Strategic Assets and Property, including additional exempt information circulated at the meeting in relation to various properties and the latest position concerning rent arrears.

**Resolved to approve the majority of recommendations as detailed in the exempt minutes.**

Trusts and Charities Committee – 28<sup>th</sup> September 2020

<b>Title of paper:</b>	Changing Rooms at Nottingham Hockey Centre, Highfields Park	
<b>Director(s)/ Corporate Director(s):</b>	Kevin Shutter, Director of Strategic Asset and Property	<b>Wards affected: Lenton and Wollaton East</b>
<b>Report author(s) and contact details:</b>	John West, Estates Surveyor	
<b>Other colleagues who have provided input:</b>	Eddie Curry, Head of Public Realm Services	
<b>Date of consultation with Portfolio Holder(s) (if relevant)</b>	Not applicable	
<b>Relevant Council Plan Key Theme:</b>		
Nottingham People		<input type="checkbox"/>
Living in Nottingham		<input type="checkbox"/>
Growing Nottingham		<input checked="" type="checkbox"/>
Respect for Nottingham		<input type="checkbox"/>
Serving Nottingham Better		<input type="checkbox"/>
<b>Summary of issues (including benefits to citizens/service users):</b>		
<p>To report to the Committee a decision that was agreed by delegated powers after consultation with the Chair, Vice-Chair and Opposition Member, in that a new lease is entered in to for ground floor changing rooms at Nottingham Hockey Centre, Highfields Park.</p> <p>Approval was given by email to this decision on 22<sup>nd</sup> July 2020. The text below was all included in that decision and has been largely transposed in to this report.</p>		
<b>Recommendation(s):</b>		
<b>1</b>	To note that a new lease will be entered into for ground floor changing rooms at Nottingham Hockey Centre, following approval from the Chair, Vice-Chair and Opposition Member.	
<b>2</b>	To note that a shorter-term lease or tenancy will be entered in to, to allow the tenants immediate occupation as the longer agreement is worked on if so required.	

**1 Reasons for recommendations**

- 1.1 The changing rooms were originally excluded from the lease to the Hockey Centre for the council to retain control of them as other pitch bookings continued on the site.
- 1.2 With additional hockey pitches coming on line, there is now no further need to retain use of the rooms and by granting a lease to the Hockey Centre means that investment in their upgrading is secured. Community access will still be granted due to the lessee's Community Use Agreement.
- 1.3 The proposed lease is to be co-terminus with the existing lease for the remainder of the Hockey Centre (99 years commencing in 2015, and so expiring 09-08-2114) and on identical full repairing and insuring terms. The rent will be £1 per annum.

- 1.4 The lessee intends to fully refurbish the changing rooms to bring them up to a standard similar to the rest of their buildings, the cost of which is anticipated to be circa £50,000.

## **2 Background (including outcomes of consultation)**

- 2.1 The lease for Nottingham Hockey Centre was completed in 2015, and generates an annual rent on a 99-year term with all repairs and insurance being the responsibility of the tenant.
- 2.2 Since then the University of Nottingham and Nottingham High School have also taken leases of land to provide an additional 3 hockey pitches. This has helped create one of the largest and best Hockey Centres in Europe, and put the centre in contention to host major international tournaments.

## **3 Other options considered in making recommendations**

- 3.1 The option of retaining the changing rooms was rejected as the city council no longer have an operational need to retain control and would therefore become a maintenance liability. Suitable terms have been agreed.

## **4 Finance colleague comments (including implications and value for money/VAT)**

- 4.1 Not applicable as comments were not included on the delegated decision due to the low value of the decision. Annual savings in the running costs related to the changing rooms are in the region of £300 - £400.

## **5 Legal and Procurement colleague comments (including risk management issues, and legal, Crime and Disorder Act and procurement implications)**

- 5.1 Not applicable as comments were not included on the delegated decision due to the simple nature of the decision. However, informal discussion took place with Mick Suggett, Legal Services prior to the delegated decision being sought, and no concerns were raised.

## **6 Strategic Assets & Property colleague comments (for decision relating to all property assets and associated infrastructure) (Area Committee reports only)**

- 6.1 This is a report of an Officer of Strategic Assets and Property and no further comments are required. The delegated decision was seen and agreed by Rod Martin, Development & Disposals Manager prior to the delegated decision being sought.

## **6 Public Ream colleague comments**

- 7.1 The transfer of the changing rooms to the Hockey Centre to manage will help to drive forward the improvement of the facility and will help the council to reduce its expenditure for their maintenance and management. Community groups will still be able to use the facilities but the bookings will be managed by the Hockey Centre. Advice provided by Eddie Curry (for the delegated decision).

## **7 Equality Impact Assessment (EIA)**

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

No   
An EIA is not required because this report does not propose a new or changing service or function.

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

This page is intentionally left blank

TRUSTS AND CHARITIES COMMITTEE – 28<sup>TH</sup> SEPTEMBER 2020

<b>Title of paper:</b>	Bridge Estate – Audit Memorandum 2019/20	
<b>Director(s)/ Corporate Director(s):</b>	Laura Pattman Strategic Director of Finance	<b>Wards affected:</b> All
<b>Report author(s) and contact details:</b>	Tom Straw, Senior Accountant – Capital Programmes <a href="mailto:thomas.straw@nottinghamcity.gov.uk">thomas.straw@nottinghamcity.gov.uk</a>	
<b>Other colleagues who have provided input:</b>		
<b>Date of consultation with Portfolio Holder(s) (if relevant)</b>		
<b>Relevant Council Plan Key Theme:</b>		
Nottingham People		<input type="checkbox"/>
Living in Nottingham		<input type="checkbox"/>
Growing Nottingham		<input type="checkbox"/>
Respect for Nottingham		<input type="checkbox"/>
Serving Nottingham Better		<input type="checkbox"/>
<b>Summary of issues (including benefits to citizens/service users):</b>		
<p>This report follows the Bridge Estate outturn position as reported at July Committee meeting, as the due to timescales the Audit Memorandum was not able to be distributed, so was agreed to circulate at this meeting.</p>		
<b>Recommendation(s):</b>		
<b>1</b>	To note the Audit Highlights Memorandum	

**1 Reasons for recommendations**

- 1.1 There is a statutory requirement for all charities registered with the Charity Commission to produce an annual report and financial statements, for that report to be audited or independently examined as appropriate, and submitted to the Charity Commission prior to the 31 January 2021 following the approval by the trustees.
- 1.2 As part of this process, the external auditors produce an Audit Highlight Memorandum that is signed by the Chair of the Committee. This report is to circulate this report to the Committee members.

**2 Background (including outcomes of consultation)**

- 2.1 The 2019/20 financial statements for the Bridge Estate were approved at the July Committee meeting. It is normal practise to present the Audit Memorandum alongside the Audited Financial Statement, however due to timelines it was not possible for this to happen so it was agreed to present the Audit Memorandum separately at the following Committee meeting.

**3 Other options considered in making recommendations**

3.1 None

**4 Finance colleague comments (including implications and value for money/VAT)**

4.1 A summary of the Audit Memorandum is provided below, for further details please refer to the supporting documents:

- Unqualified audit position for the 2019/20 Financial Statement,
- No significant issues or weaknesses arose during the audit.

**5 Legal and Procurement colleague comments (including risk management issues, and legal, Crime and Disorder Act and procurement implications)**

5.1 None

**6 Strategic Assets & Property colleague comments (for decision relating to all property assets and associated infrastructure) (Area Committee reports only)**

6.1 None

**7 Equality Impact Assessment (EIA)**

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

No

An EIA is not required because this report does not establish a new service or function.

Yes

Attached as Appendix x, and due regard will be given to any implications identified in it.

**8 List of background papers other than published works or those disclosing confidential or exempt information**

8.1 Bridge Estate Financial Accounts 2019/20

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

9.1 Bridge Estate Financial Accounts 2019/20

---

# ***Bridge Estate***

## Audit Highlights Memorandum

Year ended 31 March 2020



# Agenda / Contents

Executive Summary	2
Audit Approach	3
Other matters	
• Fraud	4
• Independence	4
Summary of misstatements	5
Appendix I – Letter of representation	6-8
Appendix II – Management letter	9

---

## Executive Summary

### Audit Conclusion

- Unqualified audit opinion proposed on financial statements.

### Accounting Matters

- No significant accounting issues arose during the course of our audit.
- The annual report has been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).
- Accounting policies appropriate for the annual report and the financial statements are in accordance with disclosure requirements of relevant charities legislation, UK GAAP and the Statement of Recommended Practice.

### Auditing Matters

- We have completed the audit subject to:
  - Agreement of the final approved set of accounts
  - Receipt of the signed management representations letter
- No significant audit issues arose during the course of our audit of the Charity.

### Systems and Controls

- No major weaknesses in the financial systems were identified during the course of the audit.

### Regulatory and Tax Matters

- No significant regulatory or tax matters came to our attention during the course of our normal audit work.

## Audit Approach

Our audit planning identified two key risk areas which we have addressed through our audit.

### Issue

### How addressed during the audit

#### Investments

Highly material area, the majority of assets consist of investment properties, however other investments are also held.

Investment properties and other investments held by the charity were reviewed during the audit.

Specific audit work performed included:

- Agreeing the property valuation disclosed in the financial statements to the valuation report at the year end.
- Agreement of a sample of property valuations to the valuations provided by Nottingham City Council.
- Confirmation of ownership of a sample of properties to title deeds documentation.
- Other investments were verified to third party confirmations.

#### Related Parties

Possible non-identification or incorrect disclosure of related parties and transactions in the financial statements

Nottingham City Council, Robin Hood Energy & Nottingham City Homes Limited represent the only related parties of the charity. Significant balances exist at the year end in the balance sheet and a substantial payment to NCC of £1,545,000 is disclosed in the statement of financial activities.

Specific audit work performed included:

- Confirmation of the year end balances disclosed in the balance sheet and the income and expenditure transactions disclosed in the statement of financial activities to the Nottingham City Council working papers for the year ending 31<sup>st</sup> March 2020.
- In respect of the above mentioned payment, verification that the payment is consistent with the objectives of the charity and in accordance with public benefit requirements.

---

## Other matters

### Fraud

Auditing standards require us to explicitly consider fraud as part of our audit procedures.

We planned our audit so that we had a reasonable expectation of detecting material misstatements in the financial statements or accounting error (including any material misstatements resulting from fraud, error or non-compliance with law or regulations). Our examination should not be relied upon to disclose all such material misstatements or frauds, errors or instances of non-compliance as may exist.

The responsibility for safeguarding the assets of the charity and for the prevention and detection of fraud, error and non-compliance with laws or regulations rests with management and the trustees.

We have discussed fraud and fraud risk with management and the controls surrounding the detection and prevention of fraud.

We have not identified any material frauds during our audit procedures.

### Independence

In accordance with the requirements of ISA 260, we confirm that, in our view, there are no matters that would impact our independence and objectivity as auditors to the charity.

We confirm that appropriate safeguards remain in place in respect of all non-audit work and that in our professional judgement, as at the date of this report, we are independent accountants with respect to the charity, within the meaning of UK regulatory and professional requirements and that the objectivity of the audit engagement partner and the audit staff is not impaired in any way.

## Summary of misstatements

Auditing standards require us to prepare a summary of uncorrected items that are not considered to be “clearly trivial” for the Audit Committee’s consideration.

The summary includes adjustments that we have noted during the course of our audit which have been adjusted so that the balance sheet and statement of financial activities conform fully to accounting standards and are free from factual error.

<b>Nature of misstatement</b>	<b>Factual</b>	<b>Surplus</b>	<b>Balance Sheet</b>	<b>Unadjusted</b>
Brought forward per draft accounts		428,891	29,514,029	
COIF balance overstated	(315)			(315)
Whitemoor VAT double entered	32,309			32,309
Debtors overstated	(1,625)			(1,625)
Total errors				
adjusted		-	-	
unadjusted				<u>30,369</u>
Final accounts		<u>428,891</u>	<u>29,514,029</u>	

There are no material uncorrected misstatements.

## Appendix I : Letter of representation

Rogers Spencer  
Chartered Certified Accountants  
Newstead House  
Pelham Road  
Nottingham  
NG5 1AP

Dear Sirs

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as we consider necessary in connection with your audit of the charity's financial statements for the year ended 31 March 2020. These enquiries have included inspection of the supporting documentation where appropriate. All representations are made to the best of our knowledge and belief.

### General

- 1 We have fulfilled our responsibilities as trustees as set out in the terms of your engagement letter, under the Charities Act 2011 for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.
- 2 All the transactions undertaken by the charity have been properly reflected and recorded in the accounting records.
- 3 All the accounting records have been made available to you for the purpose of your audit. We have provided you with unrestricted access to all appropriate persons within the charity, and with all other records and related information requested, including minutes of management and trustee meetings and correspondence with The Charity Commission.
- 4 The financial statements are free of material misstatements, including omissions.
- 5 The effect of uncorrected misstatements is immaterial both individually and in total.

### Internal control and fraud

- 6 We acknowledge our responsibility for the design, implementation and maintenance of internal control systems to prevent and detect fraud and error. We have disclosed to you the results of our risk assessment that the financial statements may be misstated as a result of fraud.
- 7 We have disclosed to you all instances or known or suspected fraud affecting the entity involving management, employees who have a significant role in internal control or others that could have a material effect on the financial statements.
- 8 We have also disclosed to you all information in relation to allegations of fraud or suspected fraud affecting the entity's financial statements communicated by current or former employees, analysis, regulators or others.

### Assets and liabilities

- 9 The charity has satisfactory title to all assets and investments and there are no liens or encumbrances on the charity's assets, except for those that are disclosed in the notes to the financial statements.
- 10 All actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.
- 11 We have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.

---

## Appendix I : Letter of representation (continued)

12 We confirm that the value of investment properties as at 31 March 2020 is £29,952,336.

### Accounting estimates

13 Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

### Loans and arrangements

13 The charity has not granted any advances or credits to, or made guarantees on behalf of trustees.

### Legal claims

14 We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for, and disclosed in, the financial statements.

### Law and regulations

15 We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose affects should be considered when preparing the financial statements.

### Related parties

16 Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with legislative and accounting standards requirements.

### Subsequent events

17 All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

### Going concern

18 We believe that the charity's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the charity's ability to continue as a going concern need to be made in the financial statements.

### Grants and donations

19 All grants, donations and other income, the receipt of which is subject to specific terms or conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such income.

## Appendix I : Letter of representation (continued)

### Transactions with Nottingham City Council

- 20 At the year ending 31 March 2020, the following balances were outstanding between Bridge Estate and Nottingham City Council:
- Included in debtors - £317,642
  - Included in creditors – amounts falling due within one year - £487,124
  - Included in creditors – amounts falling due after one year - £2,163,403
- 21 Included in the Statement of Financial Activities for the year ending 31 March 2020 is a payment of £1,545,000 from Bridge Estate to Nottingham City Council. This payment is consistent with the objectives of the charity and in accordance with public benefit requirements.

We acknowledge our legal responsibilities regarding disclosure of information to you as auditor and confirm that so far as we are aware, there is no relevant audit information needed by you in connection with preparing your audit report of which you are unaware.

Each trustee has taken all steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that you are aware of that information.

Yours faithfully



.....  
Cllr Sajid Mohammed (Chair) signed on behalf of the board of Bridge Estate

Date: 29<sup>th</sup> July 2020

---

## Appendix II : Management letter

Our Ref: MB / LJJ / B299 / 182903

melvin@rogers-spencer.co.uk

Bridge Estate  
Nottingham City Council  
Loxley House  
Station Street  
Nottingham  
NG2 3NG

22 June 2020

Dear Sirs

### **Audit matters to be communicated / Findings from the audit**

The following issues arose during the course of our audit for the year ended 31 March 2020: -

- (a) A matter (mentioned below) came to light during the course of our normal audit tests which are designed to assist us in forming our opinion on the financial statements. Our tests may not necessarily disclose all errors or irregularities and should not be relied upon to do so. However, if any irregularity did come to our attention during our audit tests, we would, of course, inform you immediately.
  - 1. During our testing of lease agreements it was noted that one agreement could not be located as this could not be recalled from off-site storage. It is recommended that all lease agreements are stored electronically so that these can be located easily.
- (b) A draft letter of representation is attached to this letter and we would be grateful if you could sign and approve the contents.
- (c) There are no uncorrected misstatements.
- (d) There are therefore no expected modifications to our audit report.
- (e) We have not identified any material weaknesses in internal control during the audit.
- (f) This report has been prepared for the sole use of the trustees of Bridge Estate and must not be shown to third parties without our prior consent. No responsibilities are accepted by Rogers Spencer towards any party acting or refraining from action as a result of this report.

Finally, we would like to express our thanks to all members of the charity's staff who assisted us in carrying out our work.

Yours faithfully



This page is intentionally left blank

**Trusts and Charities Committee – 28<sup>th</sup> September 2020**

<b>Title of paper:</b>	Bridge Estate Property Portfolio Update	
<b>Director(s)/ Corporate Director(s):</b>	Kevin Shutter, Director of Strategic Assets and Property	<b>Wards affected:</b> various
<b>Report author(s) and contact details:</b>	Bevis Mackie – Principal Surveyor 0115 876 3635 <a href="mailto:Bevis.Mackie@nottinghamcity.gov.uk">Bevis.Mackie@nottinghamcity.gov.uk</a>	
<b>Other colleagues who have provided input:</b>	Dionne Scream – Solicitor (Contracts and Commercial Team) Tom Straw - Senior Accountant – Capital Programmes (Technical Accounting) Chris Capewell – Technical Lead (Highway Engineering)	
<b>Date of consultation with Portfolio Holder(s) (if relevant)</b>		
<b>Relevant Council Plan Key Theme:</b>		
Nottingham People		<input type="checkbox"/>
Living in Nottingham		<input type="checkbox"/>
Growing Nottingham		<input checked="" type="checkbox"/>
Respect for Nottingham		<input type="checkbox"/>
Serving Nottingham Better		<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 proposed for the Bridge Estate since the date of the last meeting.		
<b>Recommendation(s):</b>		
<b>1</b>	That the Committee notes the updates relating to individual Bridge Estate properties and approves the recommended actions as set out in Appendix 1 to this report.	

**1 Reasons for recommendations**

- 1.1. Appended to this report is a schedule setting out the recent activity or proposed actions relating to individual properties within the Bridge Estate portfolio. Where appropriate, specific legal and financial considerations are detailed alongside the Surveyor’s update to Trustees.

**2 Background (including outcomes of consultation)**

- 2.1 Not applicable.

**3 Other options considered in making recommendations**

- 3.1 Not applicable as the report is for information only.

**4 Finance colleague comments (including implications and value for money/VAT)**

4.1 Not applicable

**5 Legal and Procurement colleague comments (including risk management issues, and legal, Crime and Disorder Act and procurement implications)**

5.1 Charity Commission guidance states that the Trust may purchase and lease property for the charity to generate income to meet its purposes, but Trustees must make sure that it is in the charity's best interests. Trustees are responsible for protecting the charity's money and assets. Therefore, Trustees should satisfy themselves that:-

- the property is suitable for its needs;
- the price is fair, or even discounted, compared with similar properties on the market;
- they understand any legal obligations relating to the land, such as planning restrictions;
- any loan or mortgage terms are reasonable and competitive.

5.2 The above paragraph is an extract from Charity Commission guidance to assist and remind Trustees generally about their obligations in relation to the Bridge Estate. Further legal comments in relation to individual property transactions are detailed, where necessary, within both the public and exempt appendices to this report.

**6 Strategic Assets & Property colleague comments (for decision relating to all property assets and associated infrastructure) (Area Committee reports only)**

6.1 Not applicable

**7 Equality Impact Assessment (EIA)**

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)

No. In accordance with Sections A and B under Guidance Note – carrying out equality impact assessment (EIA) 2.11.11 as it does not involve change of policy, services or functions and some aspects for information only.

Yes

Attached as Appendix x, and due regard will be given to any implications identified in it.

**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

**Bridge Estate Portfolio Update**

<b>Item No.</b>	<b>Property name and address</b>	<b>Surveyors Update</b>	<b>Finance Comments</b>	<b>Legal, Procurement and/or Risk considerations</b>	<b>Action required by Trustees</b>
1	34 Lister Gate, NG1 7DD	The property is let on a short-term lease and remains on the market available 'to let'.	No additional Finance comments	For noting no additional legal comments.	For noting.
2	24-30 Castle Gate, NG1 7AT	Terms for lease have been agreed with a prospective tenant, solicitors are instructed and we continue to press for completion.	No additional Finance comments	For noting no additional legal comments.	For noting.
3	Governor's House & Judges Retiring Rooms, High Pavement, NG1 1HN	Terms for lease have been agreed with a prospective tenant, solicitors are instructed with the lease expected to complete following the completion of various works in the autumn.	No additional Finance comments	For noting no additional legal comments.	For Noting
6	Trent Bridge	The repainting and architectural restoration works remain ongoing and are expected to be completed in the autumn.	No additional Finance comments	For noting no additional legal comments.	For noting.

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank