



**Nottingham City Council
Companies Governance Executive Committee**

Date: Tuesday, 21 March 2023

Time: 3.00 pm

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

Governance Officer: James Lavender

Direct Dial: 0115 876 463743

Agenda	Pages
1 Apologies for absence	
2 Declarations of Interest	
3 Minutes To confirm the minutes of the meetings held on 17 January and 21 February 2023	3 - 6
4 Work Programme For discussion and noting	7 - 8
5 Council owned company discussion - Nottingham City Homes	9 - 18
6 Exclusion of the public To consider excluding the public from the meeting during consideration of the remaining items in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	
7 Council owned company discussion - Nottingham City Homes	19 - 26

8	Exempt Minutes	27 - 32
	Exempt minutes of the meetings held on 17 January and 21 February 2023, for consideration	
9	Creative Quarter Company	33 - 40
10	Council owned companies - financial update	41 - 90
	Report of the Corporate Director for Finance and Resources	

All items listed 'under exclusion of the public' will be heard in private. They have been included on the agenda as no representations against hearing the items in private were received

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

Citizens attending meetings are asked to arrive at least 15 minutes before the start of the meeting to be issued with visitor badges

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 www.nottinghamcity.gov.uk. Individuals intending to record the meeting are asked to notify the Governance Officer shown above in advance.

Nottingham City Council

Companies Governance Executive Committee

Minutes of the meeting held at Loxley House on 17 January 2023 from 3.00 pm - 3.56 pm

Membership

Present

Councillor David Mellen (Chair)
Councillor Adele Williams
Councillor Linda Woodings
Councillor Audra Wynter

Absent

Councillor Neghat Khan

Colleagues, partners and others in attendance:

Kevin Barr	- Shareholder Unit
Ross Brown	- Corporate Director for Finance & Resources
Ian Edward	- Strategic Advisor for Companies
Michael Hainge	- Director of Commercial Procurement
Clive Heaphy	- Outgoing Corporate Director for Finance and Resources
Jiayue Wang	- Governance Officer, Shareholder Unit
Phil Wye	- Governance Officer

Call-in

Unless stated otherwise, all decisions are subject to call-in.

64 Apologies for absence

Councillor Neghat Khan – personal reasons

65 Declarations of interest

In the interests of transparency, Councillor David Mellen declared that he is a director of Blueprint.

66 Minutes

The Committee confirmed the minutes of the meeting held on 20 December 2022 as a correct record and they were signed by the Chair.

67 Work Programme

It was agreed to invite Nottingham City Homes to the next meeting and request an update from Tramlink at the meeting in March.

68 Exclusion of the public

The Committee resolved to exclude the public from the meeting during consideration of the remaining items in accordance with Section 100A of the Local Government Act 1972, under Schedule 12A, Part 1, Paragraph 3, on the basis that, having regard to all the circumstances, the public interest in maintaining an exemption outweighs the public interest in disclosing the information.

69 Exempt minutes

The Committee confirmed the exempt minutes of the meeting held on 22 November 2022 as a correct record and they were signed by the Chair.

70 Council owned companies - financial update

This item does not contain any decisions that are eligible for call-in.

Ian Edward, Strategic Advisor for Companies, presented the report, updating the Committee on the latest position in respect of Council owned companies

Nottingham City Council

Companies Governance Executive Committee

Minutes of the meeting held at Ground Floor Committee Room - Loxley House, Station Street, Nottingham, NG2 3NG on 21 February 2023 from 3.03 pm - 4.07 pm

Membership

Present

Councillor David Mellen (Chair)
Councillor Adele Williams (Vice Chair)
Councillor Audra Wynter

Absent

Councillor Neghat Khan
Councillor Linda Woodings

Colleagues, partners and others in attendance:

Kevin Barr	- Finance Manager, Companies
Ross Brown	- Corporate Director for Finance & Resources
Ian Edward	- Strategic Advisor for Companies
Michael Hainge	- Director of Commercial Procurement
Frank Jordan	- Corporate Director for Communities, Environment and Resident Services.
Phil Wye	- Governance Officer

71 Apologies for Absence

Councillor Neghat Khan – on leave
Councillor Linda Woodings – personal reasons

72 Declarations of Interest

In the interests of transparency, Councillor David Mellen declared that he is a director of Blueprint.

73 Minutes

The correct minutes were not included with the agenda due to an administrative error and they will be agreed at the next meeting.

74 Work Programme

As Nottingham City Homes were unable to attend this meeting, the Committee agreed to invite them to the March meeting. The Work Programme will be updated for the new municipal year with the following meeting being May 2023.

75 Council owned company discussion - Nottingham City Homes

This item was withdrawn from the agenda

76 Exclusion of the public

The Committee resolved to exclude the public from the meeting during consideration of the remaining items in accordance with Section 100A of the Local Government Act 1972, under Schedule 12A, Part 1, Paragraph 3, on the basis that, having regard to all the circumstances, the public interest in maintaining an exemption outweighs the public interest in disclosing the information.

77 Council owned company discussion - Nottingham City Homes

This item was withdrawn from the agenda

78 Exempt minutes

The correct exempt minutes were not included with the agenda due to an administrative error and they will be agreed at the next meeting.

79 Council owned companies - financial update

This item does not contain any decisions that are eligible for call-in.

Ian Edward, Strategic Advisor for Companies, presented the report, updating the Committee on the latest position in respect of Council owned companies

	21 March	No April meeting		
P U B L I C	Company presentation – Nottingham City Homes			
	Company presentation – Nottingham City Homes			
E X E M P T	Companies financial update			
	As required:			
	Significant change in existing company plans			
	Approval of new company business case / formation/ Governance Proposals			

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Stephen Feast NCH Director of Transition

Companies Governance Executive Sub-Committee 21 March 2023

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Agenda Item 5

Services include:

- i. Homelink / lettings
- ii. Tenancy and Estate Management
- iii. Repairs and Maintenance
- iv. Asset Management
- v. Independent Living
- vi. Assistive technology
- vii. Rents and tenancy sustainment
- viii. Leaseholder services
- ix. Services to NCH Group Boards, properties and residents

Operating Environment



- i. Media profile of social housing and in particular damp and mould/disrepair cases
- ii. Increased regulatory function including the need to hear the tenant voice
- iii. More active and critical Housing Ombudsman
- iv. Councils decision to in-source the housing service
- v. Requirements of IAB
- vi. Cost of Living Crisis
- vii. Implementation of Universal Credit

Operating Environment (2)



- ix. Managing and maintaining the existing stock
 - a) building safety
 - b) carbon neutral
 - c) white paper / regulation
- x. Chronic shortage of council / affordable housing within the city
- xi. High levels of homelessness applications and resultant need for Temporary Accommodation
- xii. Covid impact / The “new normal” working practices and customer expectations

Tenant Satisfaction/Complaints

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Measure	Result 2021/22	Result 2022/23
Overall Satisfaction with Service	88%	84%
Tenant satisfaction with overall quality of their home	84%	84%
Tenant satisfaction with neighbourhood as a place to live	85%	85%
Tenant satisfaction with the repairs and maintenance service	79%	76%
Overall tenant satisfaction with ASB service	76%	94%
Satisfaction with the opportunities to participate	93%	93%
Number of complaints relative to the size of the landlord (Complaints per 1,000 properties)	43	47

Building Safety



Compliance Area	No. of Properties Affected	No. Complying	Percentage Compliance
Gas Safety Domestic	23,191	23,191	100.00%
Electrical Installation Condition Report (EICR)	24,977	24,824	99.39%
Fire Risk Assessments	294	294	100.00%
High Risk Actions (Overdue)	0	0	100.00%
Inspections of Communal Areas with Asbestos	252	252	100.00%
L8 Risk Assessments	95	95	100.00%
Passenger Lifts	55	55	100.00%
LOLER Inspections	55	55	100.00%
Smoke Alarms Fitted	24977	24872	99.58%
CO Detectors Fitted	23212	15740	67.81%

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Transition



- i. TUPE process almost complete – “lift and shift” of all staff to NCC
- ii. Novation of contracts/New contracts progressing well
- iii. On-boarding of staff has commenced including weekly communication with staff
- iv. Training planned on adoption of key systems and processes including finance, procurement and HR
- v. Work ongoing on building a new NCC payroll system for former NCH employees

Transition – Impact on NCH Group Companies



- i. NCH Limited, NCH Registered Provider and NCH Enterprises Limited will continue a business as usual position
- ii. Services will continue to be provided by staff “lifted and shifted” to NCC under a service agreement
- iii. NCH Registered Provider provision of Temporary Accommodation is essential in contributing to the councils objectives and needs to be maintained
- iv. Asset Option appraisal being undertaken by a joint working group with a focus on NCH Limited and NCH Enterprises Limited assets

Areas of Focus



- i. Embedding the housing service into the council
- ii. Creating the new Housing Division
- iii. Resolving the long term future of the NCH Group Companies linked to an Asset Strategy
- iv. Ensuring the short to medium term operation of the NCH Group Companies
- v. Implementing the Tenant Satisfaction Measures against a backdrop of declining tenant satisfaction reflective of the sector whole
- vi. Reviewing our approach to Damp and Condensation Mould and disrepair

Areas of Focus (2)



- vii. Ensuring we meet the requirements of evolving building safety legislation
- viii. Working to alleviate the impact of the cost of living increase
- ix. Working with the transformation team to complete an end to end review of repairs to tenanted and empty properties
- x. Review of Independent Living to ensure it meets future need
- xi. Continue to reduce the number of void properties
- xii. Further improve tenancy management services including providing specific support to the vulnerable and those with complex needs

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