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Chairman: Councillor D Lloyd

Members of the Committee:

**Councillor K Girling
Councillor Mrs R Holloway
Councillor R Jackson
Councillor P Peacock
Councillor T Wendels**

MEETING: Executive Shareholder Committee

DATE: Tuesday, 21 March 2023 to follow the Cabinet Meeting

VENUE: Civic Suite, Castle House, Great North Road, Newark, NG24 1BY

You are hereby requested to attend the above Meeting to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the Agenda as overleaf.

If you have any queries please contact Nigel Hill on Nigel.hill@newark-sherwooddc.gov.uk.

AGENDA

Page Nos.

1. Apologies for Absence
2. Declarations of Interest from Members and Officers
3. Notification to those present that the meeting will be recorded and streamed online
4. Minutes from the previous meeting held on 20 December 2022 4 - 8

Active4Today

5. Active4Today Business Plan To Follow

Arkwood Developments Limited

6. Arkwood Developments - Performance Report Quarter 3 2022/23 9 - 10
7. Exclusion of the Press and Public

To consider resolving that, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

None.

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Executive Shareholder Committee** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Tuesday, 20 December 2022 at 6.00 pm.

PRESENT: Councillor D Lloyd (Chairman)

Councillor K Girling, Councillor Mrs R Holloway, Councillor R Jackson,
Councillor P Peacock and Councillor T Wendels

1 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

Councillor T. Wendels – Agenda Items No. 5, 6, 8 and 9

Declared an Other Registerable Interest as a Director of Arkwood Developments Ltd.

Sanjiv Kohli - Agenda Items No. 5, 6, 8 and 9

Declared an Interest as a Director of Arkwood Developments Ltd.

Councillor K. Girling – Agenda Item No. 4

Declared an Other Registerable Interest as Chairman of the Active4Today Board.

2 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Leader and Chairman advised that the proceedings were being audio recorded and live streamed by the Council.

3 ACTIVE4TODAY PERFORMANCE AND BUSINESS PLAN (KEY DECISION)

The Committee considered the report presented jointly by the Director – Housing, Health & Wellbeing and the Managing Director – Active4Today which sought to present to Members the performance of Active4Today for the period to November 2022. A draft of the Business Plan for 2023/2024 was also attached as an appendix to the report for consideration.

An overview of performance including usage and financial performance was reported together with an update against the performance indicators and performance against the Company's sports development function. It was noted that the overall performance was positive, in particular the recovery from the pandemic. However, there had been a number of significant financial impacts, including the impact of the pay award, increased utilities costs and increased costs for supplies and services with the overall impact being reported as a deficit increase of £45,980.00. Details of the proposed future reporting arrangements were detailed in paragraph 2.4. The draft Business Plan was appended to the report, noting that it was to be developed into a reporting framework in order that performance against the offer could be monitored. In addition, the draft Business Plan would be reviewed to ensure it aligned to the Council's key objectives and that work would be undertaken with council Officers to maximise support to residents through the cost-of-living crisis.

In response to what measures were in place to retain both new and existing members, the Managing Director for Active4Today advised that customers often left after failing to meet their own unrealistic targets and that this was the same nationally. It was noted that customer feedback on social media was good with positive customer satisfaction levels. In comparison to other similar companies, Active4Today was doing well.

In noting that the development of the Business Plan was ongoing, Members suggested that the following points be taken into consideration:

- That a 3-year medium term forecast for the management fee be developed;
- Ensure that any digitising of the service reflected the ethos of the Council, with regards to the customer experience including: accessibility, customer interaction, customer feedback processes;
- That the impact of the cost of living pressures within the district and how A4T may be able to support residents in accessing facilities whilst maintaining a sustainable offer be considered;
- Identify the value of volunteers accessing the volunteering pathway through VISPA and how this aligned to the Community Plan;
- Identify the costs associated with the sports development offer and percentage attributed to the management fee received from the Council and provide a summary sheet of the business plan, e.g. the targets and actions, so these can be easily located and seen in a single table.
- Provide the reasoning for the increase in reserves.

In response to the above, the Managing Director advised that he had created a 3 year forecast which would require a revision to the Medium Term Financial Plan. In relation to the digitisation of the service provision, he advised that an app was to be launched in the new year which would enable customer satisfaction data to be captured, details of which would be provided to the next meeting of the Committee.

AGREED that:

- a) the performance of Active 4 Today to Period 8 be noted;
- b) the 2023/24 Business Plan be considered, with the specific amendments as put forward by the Executive Shareholder Committee being incorporated; and
- c) the performance framework for Active 4 Today be revised and enhanced as outlined in the report.

4 PERFORMANCE OF ARKWOOD - QUARTER 2 - 2022-23

The Committee considered the report of the Chief Executive which sought to present to Members the performance of Arkwood Developments Ltd. for Quarter 2 (July – September 2022). Details of the performance were provided in the exempt appendix to the report.

AGREED that the Arkwood Performance Report be noted with the Committee considering the Company's performance against its targets and objectives.

5 REVIEW OF GOVERNANCE AGREEMENT

The Committee considered the report presented by the Assistant Director – Legal & Democratic Services which sought to update Members on the proposed updates to the Governance Agreement between the Council and Arkwood Developments Ltd. It was reported that the review of the Agreement had been to ensure consistency with the Council's revised internal governance arrangements and to also to consider if any other revisions were necessary. The proposed revisions were detailed within the appendix to the report.

AGREED that the updated Governance Agreement as set out in the Appendix to the report be approved for formal adoption by Full Council.

6 EXCLUSION OF THE PRESS AND PUBLIC

AGREED that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of this item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Schedule 12 A of the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

7 PERFORMANCE OF ARKWOOD - QUARTER 2 - 2022-23

The Committee considered the exempt report in relation to the performance of Arkwood in Q2 (July-September 2022).

(Summary provided in accordance with Section 100C(") of the Local Government Act 1972)

8 ARKWOOD DEVELOPMENTS LIMITED - REVOLVING FACILITY AGREEMENT

The Committee considered the exempt report in relation to Arkwood Developments Ltd., Revolving Facility Agreement.

(Summary provided in accordance with Section 100C(") of the Local Government Act 1972)

Meeting closed at 7.56 pm.

Chairman

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

Document is Restricted



Report to: Executive Shareholder Meeting 21 March 2023

Portfolio Holder: Councillor Rhona Holloway, Economic Development & Visitors

Director Lead: John Robinson, Chief Executive

Report Summary	
Type of Report	Open Report. Non-key decision
Report Title	Performance of Arkwood – Q3 2022-23
Purpose of Report	To present the performance of Arkwood in Q3 (Oct-Dec 2022)
Report Recommendations	That members review the Arkwood Performance Report (attached as Appendix 1) and consider company's performance against its targets and objectives highlighting any areas of high performance and identifying areas for improvement.
Alternative Options Considered	None
Reason for Recommendations	To ensure appropriate review of the Performance of the Councils wholly owned Housing Development Company (Arkwood).

1.0 Background

Performance management is a tool to drive improvement. This is done by analysing performance using performance information and progress against key activities.

2.0 Proposal

Committee to review the Quarter 3 Arkwood Performance report (**Appendix 1**).

3.0 Implications

In writing this report and in putting forward recommendations' officers have considered the following implications: Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Background Papers and Published Documents

None

Code	Indicator Name	19/20 Q3 YTD Value	20/21 Q3 YTD Value	21/22 Q3 YTD Value	22/23 Q3 YTD Value	22/23 Q3 YTD Target	22/23 Q2 Business Manager Comments
ARK001	Total legal completions	New for Q4 21/22	New for Q4 21/22	New for Q4 21/22	Annual Indicator	Annual Indicator <i>Target will be added when appropriate*</i>	43 legal completions to date.
	Financial return on investment	New for Q2 22/23	New for Q2 22/23	New for Q2 22/23	Annual Indicator	<i>Target to be added by finance</i>	New indicator. To be reported in Q4 22/23.
ARK002	Number of units delivered	New for Q3 21/22	New for Q3 21/22	New for Q3 21/22	44	<i>Target will be added when appropriate*</i>	44 plots completed against 80 programmed to be completed at this point in the contract programme. Progress has been impacted by the decision of Robert Woodhead Construction to cease trading on the 14.09.22 and enter liquidation. Arkwood have secured a contractors and work has re-commenced but there has been a delay.
ARK003	Plots commenced	New for Q3 21/22	New for Q3 21/22	New for Q3 21/22	87	<i>Target will be added when appropriate*</i>	We have commenced construction on 87 units against a target of 87 units at this point in the contract programme. No change since quarter 2.

*There are currently no targets against Arkwood’s performance indicators as the company recovers and readjusts. New targets will be set by the 23/24 Business Plan.

Comment on performance in quarter three

Arkwood Developments continues to be impacted by the liquidation of Robert Woodhead Construction in September 2022. Arkwood worked swiftly to find a new contractor, Oakworth Construction, who recommenced essential works on 18 October under a limited letter of intent. Initially they undertook essential works such as finishing nearly completed properties at risk of losing their sale due to the Help to Buy end date, and the completion of essential groundwork activities prior to the cold weather. Arkwood then entered into a full contract with Oakworth Construction on 17 November 2022. Despite impacting the schedule of completions Arkwood have still secured 65 completions and/or sales year to date.