Item: 1.4

NOTTINGHAM CITY HOMES ('NCH') REGISTERED PROVIDER ('RP') LIMITED ('the Company')

THE BOARD

DRAFT MINUTES of the meeting held on 19 February 2026 at 2.30 pm at Loxley House.

Board Members

Andrew Pollard (AP) (Chair)
Heather Clarke (HC)
Karen Ratcliffe (KR)
Kerry Kyriacou (KK)
Kieran Timmins (KT)

Also in Attendance:
Liz Cook (LC) - Chief Operating Officer
Devan Kanthasamy (DK) - Head of Governance
Mark Lawson (ML) – Head of NCHRP
Tim Shirley (TS) - Head of Commercial Property and Contract Management

Madeleine Forster (MF) - Group Chair

1.0 WELCOME

1.1. Andrew Pollard welcomed everyone to the meeting, and apologies were noted.

1.1.1. The meeting commenced with Andrew Pollard extending thanks to Vicky Evans, as this would be her final board meeting for NCHRP. Vicky has made a considerable contribution to the NCHRP Board through her strategic insights and various other avenues. Most recently, she facilitated the NCHRP future options workshop at Arup Offices. On behalf of the Board and everyone at NCHRP, Andrew Pollard conveyed his appreciation to Vicky for her years of dedicated service.

1.1.2. KT expressed gratitude to all Board members who participated in the ARCC workshop and noted that the ARCC membership is due for a review as part of the Governance Review. The review presents an opportunity to consider the optimal integration of the independent Committee within the NCH Group and NCHRP structures.

1.2 APOLOGIES FOR ABSENCE

1.2.1 Gemma De Brito (GDB)
Vicky Evans (VE)

1.3. DECLARATIONS OF INTEREST

1.3.1. MF's attendance in her capacity as the Chair of NCH Group was noted.

1.3.2. AP has been appointed as a Strategic Consultant to the support Navigate Public Estate Consulting in delivering a short strategic advice to the Cabinet Office on rolling out the Prisoners Building Homes pilot into a National Programme.

1.3.3. No other declarations were made by the Board Members or attendees.

1.4 CONFIRMATION OF MINUTES OF THE MEETING HELD 9 DECEMBER 2025

1.4.1. The minutes from the meeting held on 9th of December 2025 presented for approval, and agreed as an accurate and true representation of the proceedings. The Board acknowledged GDB's feedback regarding the action on best practices, which she agreed to communicate to Board.

1.5 MATTERS ARISING FROM THE 9th DECEMBER 2025 MEETING MINUTES

1.5.1. There are no additional items for discussion.

1.6 ACTION LOG

1.6.1. It was agreed that we will remove references data integrity from the action log and update Log revised target dates.

2.0. Modern Slavery Policy

LC presented the modern slavery policy for approval. While it is not a statutory requirement for NCH RP to adopt such a policy due to its organizational size, it is proposed that NCHRP establish a policy that aligns with NCC's Modern Slavery Framework in the pursuit of best practice. The team will monitor the implementation of this policy and address any enquiries regarding the monitoring procedures. The primary area of risk pertains to temporary accommodation (TA) and the supply chain. The Board can take reassurance that staff conduct regular visits to all tenants in TA with annual visits planned for the assured short-hold tenancies.

Decision:
Board approved the Modern Slavery Policy.

Action: The team will conduct further monitoring of the policy's implementation in partnership with NCC.

3.0. Annual Rent Review Report:

ML presented the annual rent review report for Board approval. Tenancies are subject to RoSH Rent Standards The recommendation adheres to the standard and is consistent with NCC's increase of 4.8%. Temporary accommodation provision is not governed by these standards, however NCHRP has consistently aligned its increases with regulatory guidance. Accounting for the proposed increase, NCHRP is anticipated to achieve a modest surplus of 2% in the upcoming financial year. Tenant consultation is not mandated regarding the rent increase. ML confirmed that the proposed rent remains within the lowest quartile.

Decision:
Board approved the recommended rent increase of 4.8%.

4.0. Business Plan and Milestones

LC presented the refreshed Business Plan and Milestones for consideration. The plan covers the next two-years until March 2028. NCH Group has achieved considerable progress towards the seven outcomes specified by NCC. Closure of NCHEL and NCH's asset disposal plan are progressing well.
The future of NCHRP is to be addressed as a confidential item in part B of this meeting.

Board noted the refreshed Business Plan and Milestones.

5.0. Quarterly Governance Report

DK presented the quarterly governance report. This report includes updates regarding Companies House and relevant policy changes.
Risk was covered in the Risk Workshop held earlier today. DK confirmed that there are no new emerging risks to report to Board.
In accordance with the NCH Board's guidance, the Assurance Framework was submitted to the Audit Risk & Compliance (ARCC) Committee for review, no material changes were proposed. The Assurance Framework will be presented to NCH Group Board for approval today. In response to the inquiry posed by the Chair, DK confirmed that all members of the NCHRP have successfully submitted their online identity verification numbers

Board noted the Report.

6.0. Quarterly Finance Report

The report included the 2025/26 trading and cash projections and the 2026/27 budget for approval. The projected forecast for 2025/26 is not markedly different from what was presented at the December Board meeting with a post-tax surplus of (£364k) for the year ended 31st March 2026. The 2026/27 budget includes the 26/27 rent increases and transition to more PSL properties The anticipated budget surplus at the end of the 2026/27 financial year is (£275k) after tax.

Decision
The Board acknowledged the contents of the report and approved both the base budget for 2026/27 and the contract approvals covering external and intercompany leases and NCC payments.

7.0. Quarterly Health and Safety, compliance and performance report

ML presented the report, which incorporates feedback from ARCC.

The reporting of damp and mould is work in progress, the team is committed to enhancing this reporting, including a stage-by-stage performance analysis for the next meeting. A significant challenge is the timely notification of actions within the three-day window to ensure their inclusion in the performance reporting.

NCC void targets are set at 45 days, which is deemed unsatisfactory.
Rent collection for general needs has exceeded 100%, temporary accommodation (TA) is at 92% owing to timing issues with the housing benefit schedule.
The TA performance matrix has been included in the report.
The performance of the repairs service is showing improvement.

TS stated that the team is focused on enhancing the reporting process moving forward.
KT praised the team for including data from the private TA providers in the report.

Decision

Board approved the report.

8.0. ARCC Minutes

The audit plan presented outlined upcoming changes, and the ARCC expressed satisfaction with the Assurance Framework.

9.0. A.O.B

No additional items were recorded, and the next meeting is scheduled for 9th of July 2026.