

## SCHEDULE OF PROPOSED DISPOSALS

<b>Cabinet Date</b>	31 January 2018
<b>Finance and Change</b>	Cllr Ray Theodoulou
<b>Key Decision</b>	Yes
<b>Background Documents</b>	Cabinet decision on <a href="#">Schedule of Disposals</a> September 2017
<b>Location for inspection of Background Documents</b>	Through the above link to the County Council's website
<b>Main Consultees</b>	Lead Cabinet Member, Officers from across Gloucestershire County Council, partner organisations where appropriate and GCC Property Board
<b>Planned Dates</b>	Ongoing
<b>Divisional Councillor</b>	All
<b>Officer</b>	Jo Walker, Strategic Finance Director (01452) 328469 <a href="mailto:joanna.walker@gloucestershire.gov.uk">joanna.walker@gloucestershire.gov.uk</a>  Neil Corbett, Head of Property Services (01452 328813) Email: <a href="mailto:neil.corbett@gloucestershire.gov.uk">neil.corbett@gloucestershire.gov.uk</a>
<b>Purpose of Report</b>	To approve the Schedule of Disposals proposed to meet the three year Meeting the Challenge 2 capital receipt target of £60 million covering the period 2015/16 to 2017/18 and future capital receipts target of £33m (subject to approval by Council in February 2018 following consultation).
<b>Recommendations</b>	In line with the Policy for the Disposal of Property: <ul style="list-style-type: none"> <li>1. That Cabinet confirm that those sites described at Appendix A (Exempt) which have previously been declared surplus by Cabinet in September 2017 and not yet disposed of, continue to be declared surplus to requirements</li> <li>2. That Cabinet declare the sites listed on the proposed Schedule of Disposals Appendix B (Exempt) surplus to the Council's land and property requirements</li> </ul> <p>and in relation to both these schedules delegates authority to the Head of Property Services to dispose of these sites in consultation with the Cabinet Member for Finance and Change.</p>

<b>Reasons for recommendations</b>	Through the approval of the Schedule of Disposals, and the declaration of these sites as surplus to requirements, Officers will be well placed to achieve best value for the Council in the disposal of these sites, thus contributing towards capital receipt targets.
<b>Resource Implications</b>	<p>The disposal of these sites in accordance with the Policy will generate capital receipts for the Council.</p> <p>Asset Management and Property Services are working towards a capital receipt target of £60m towards Meeting the Challenge 2 savings and a future target of £33m (subject to approval by Council in February 2018 following consultation).</p> <p>The revenue costs associated with disposals will be funded through existing budgets.</p>

## **1. Background:**

As part of Meeting the Challenge 2, Asset Management and Property Services (AMPS) are undertaking a challenging disposal programme by seeking to achieve £60m in capital receipts over a three year period. During the first two years of this three year programme, April 2015 to March 2017, AMPS achieved £40m in completed sales. Future capital receipt targets have been set at £33m (subject to approval by Council in February 2018 following consultation).

The programme has been developed across the organisation, led by AMPS in consultation with the Property Board who challenges the use of property across the council, in order to ensure the council's property portfolio is being effectively used to meet the future needs of the business. Property and land are recommended to Cabinet to be declared surplus prior to disposal to contribute towards the Meeting the Challenge programme.

A schedule of properties and sites was declared surplus by Cabinet in September 2017 and it was agreed that an update on these sales and any further sites which Property Board recommend should be declared surplus would be submitted to Cabinet in early 2018. In line with Policy for the Disposal of Property the approval given by Cabinet is valid for 6 months therefore a new decision confirming approval to dispose must be given in order to progress activity in achieving these capital receipts.

## **2. Schedule of Disposals:**

The attached Schedule of Disposals at Appendix A (Exempt) was approved by Cabinet in September 2017. In accordance with the Policy for the Disposal of Property, AMPS are now seeking confirmation of the decision to dispose of previously approved properties that have not yet been sold. The schedule has been updated to show properties sold and sales agreed.

The attached Schedule of Disposals at Appendix B (Exempt) outlines new proposed disposals for 2018 onwards. The properties and sites listed have been recommended as surplus by service areas and AMPS to Property Board, and Officers from the Development and Disposals team within AMPS have recommended the most appropriate disposal strategy to deliver best value for the Council. Property Board have approved the recommended disposal strategies.

Officers will provide an updated schedule to Cabinet in late 2018, delivering an update on sales to date and any further sites which Property Board recommend should be declared surplus by Cabinet.

Capital receipts received and sales agreed to date for 2017/18 currently totals £11.7 million with further sales still being negotiated. The Disposals team in AMPS are confident of achieving £60m in capital receipts but due to a number of delayed sale completions, £7m won't be received until early in the new financial year. Approval of the appended Schedules of Disposals will enable new properties to be programmed for disposal to help achieve future capital receipt targets.

## **3. Options:**

Cabinet are asked to confirm that the sites described at Appendix A (Exempt) which have previously been declared surplus by Cabinet in September 2017 and not yet disposed of, continue to be surplus to requirements.

Cabinet are asked to declare all property and land sites on the Schedule of Disposals Appendix B (Exempt) as surplus to the Council's land and property requirements. Should Cabinet choose to identify any specific sites which they do not wish to declare surplus at this point, Officers will remove them from the Schedule and return them to Cabinet for decision at a future date.

#### **4. Risk Assessment:**

Should Cabinet elect to remove any specific site from the Schedule of Disposals, this could cause a delay in the disposal process for these specific sites – which could have an overall impact on the delivery of future capital receipts targets. The Council is best able to respond to the market and opportunities if sites are already declared surplus to requirements by Cabinet – enabling the achievement of best value. There is a significant risk that short delays in decision making can lead to long delays in the disposal.

#### **5. Officer Advice:**

Officers recommend that Cabinet declare the sites listed on the proposed Schedule of Disposals surplus to the Council's land and property requirements, and delegates authority to the Head of Property Services to dispose of these sites in consultation with the Cabinet Member for Finance and Change.

#### **6. Equalities Considerations:**

In recommending sites as surplus to Council requirements, and in compiling the Schedule of Disposals Officers across the Council have sought to pay due regard to the impact on protected groups. Some sites on the Schedule are surplus to requirements due to changing plans for office accommodation used by the Council, and where these buildings are currently occupied by our employees, or those of our partners, the impact of the closure of the building and the relocation of their place of work will be taken into consideration. Information on the impact will be gathered through the collection of data concerning the individual members of staff who will need to be relocated. Where required, due regard will be paid to the needs of staff to ensure that any issues relating to the new workplace are considered (eg specific chair requirements, disabled parking spaces etc) in order to mitigate any negative impact. Where buildings have been providing a service those users have been catered for in other buildings.

#### **7. Consultation Feedback:**

Consultation has taken place with the Lead Cabinet Member, Property Board, service areas and other organisations where appropriate in the development of this Schedule of Disposals.

As each site is disposed of, the Development and Disposals team will do so in accordance with the Council's 'Policy for the Disposal of Property' which contains clear consultation requirements.

#### **8. Performance Management/Follow-up:**

In accordance with the 'Policy for the Disposal of Property', Officers will provide an update to Cabinet late 2018 on the progress against the Schedule of Disposals and developing plans for future disposals. This will be monitored by the Property Board at regular meetings and by the Senior Management Team in AMPS.

<b>Report Title</b>	Schedule of Proposed Disposals
<b>Statutory Authority</b>	S.123 of the Local Government Act 1972
<b>Relevant County Council policy</b>	<a href="#">Policy for the Disposal of Property (2012)</a>
<b>Resource Implications</b>	The disposal of these sites will generate capital receipts for the Council. Asset Management and Property Services are working towards a capital receipt target of £60m towards Meeting the Challenge savings and a future target of £33m (subject to approval by Council in February 2018 following consultation).
<b>Sustainability checklist:</b>	
<b>Partnerships</b>	Partnerships such as One Gloucestershire will be consulted with in accordance with the 'Policy for the Disposal of Property' 2012
<b>Decision Making and Involvement</b>	Where appropriate there will be local consultation on the disposal of sites.
<b>Economy and Employment</b>	The disposal of sites may enable the development of employment opportunities through the potential future use of some sites.
<b>Caring for people</b>	There may be some disposals which arise from changing practices in delivering care; these are managed by the service area who will also manage any impact.
<b>Built Environment</b>	There may be some sites which are appropriate for development, which will follow all associated planning rules and processes, including consultation
<b>Natural Environment' including Ecology (Biodiversity)</b>	N/A
<b>Education and Information</b>	N/A
<b>Tackling Climate Change</b>	Carbon Emissions Implications? Neutral Vulnerable to climate change? No
<b>Due Regard Statement</b>	Has a Due Regard Statement been completed? No Considerations included in main body of report
<b>Human rights Implications</b>	N/A
<b>Consultation Arrangements</b>	Ongoing in relation to each disposal.