

**Report to:** Audit, Best Value and Community Services Scrutiny Committee

**Date of meeting:** 27 September 2016

**By:** Chief Operating Officer

**Title:** Updates to Property Policies

**Purpose:** To outline the updates to the suite of Property Policies with a focus on highlighting the changes that have been made to Property Disposal Policy following recommendation by the Lead Member for Resources.

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## ***RECOMMENDATIONS***

**1) To note the updates to the suite of Property Policies including the changes that have been made to the Property Disposal Policy following recommendation by the Lead Member for Resources.**

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### **1 Background**

1.1 The Council's Property Policies outline the parameters and pledges for each of the functions within Property and Capital Investment, namely: Acquisitions (Policy A), Lease & Rent (Policy B), Property Risk and Compliance Policy (Policy C), Building Maintenance (Policy D) Sustainable Building Policy (Policy E), Disposal Policy (Policy F), Community Asset Transfer Policy (Policy G), and Carbon Management Strategy (Policy H).

1.2 All policies have recently been updated to reflect changes in legislation, changes to staff and structure and statistical data (Energy Policy).

1.3 The policies reference and are in line with the Property Asset Management Plan 2013-18.

1.4 In addition to the standard updates mentioned at paragraph 1.2, the Lead Member for Resources recommended a revision to the Disposal Policy with reference to Meanwhile use of a property, which has been included in the updated version.

### **2 Supporting information**

2.1 The focus of this report is to highlight the changes that have been made to the Property Disposals Policy following recommendation by the Lead Member for Resources. These specific changes are detailed below.

2.2 The full suite of Property Policies (listed at paragraph 1.1) are attached as a background document for reference only (see Background Documents).

***Amendments to the Property Disposals Policy (see Appendix 1, Policy F) in line with Lead Member for Resources recommendations (at the Lead Member Resources meeting on 24 September 2015)***

2.3 Additional 'Pledge' (page 10, Appendix 1 Policy F):

- 'We will consider interim uses where this does not conflict with longer term disposal plans, is at nil cost to the council, in order to ensure best use of resources, reduce costs and where possible stimulate local economies.'

2.4 Addition to the 'Explanations of Late Bids and Other Considerations' section (Point 'g' on page 19 of Appendix 1 Policy F):

- 'Offering the preferred bidder a period of exclusivity can enable the purchaser to confidently proceed with the sale, through the removal of the threat of another purchaser making a late bid.'

**3. Conclusion and reasons for recommendations**

3.1 To note the updates to the suite of Property Policies including the changes that have been made to the Property Disposal Policy following recommendation by the Lead Member for Resources.

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Appendices

Appendix 1 Property Disposals Policy, Policy F

BACKGROUND DOCUMENTS

Property Policies A - H