

Review of Non-Operational Property

Recommendations Action Plan

Recommendation No.	Recommendation Wording	Responsible Officer	Progress report date	Action Required	Progress to Date (as at 13 March 2014)
9.1	The proposal to dispose of the County Council's non-operational holdings is supported, subject to the additional recommendations of this report.				
9.2	That the Director of Property liaises with local Members who have expressed concerns, or offered suggestions, in respect of those properties deemed surplus within their Divisions (as set out in the appendix to the report)	Director of Property	To I & S Resources Cttee 13 March 2014 (written report deadline 5 March)	Group Manager (Assets) to co-ordinate responses to members and provide summary for March I & S Resources Cttee.	A Member Consultation Day was held on 14 th February 2014. 14 councillors attended. Separate meetings have been or are to be held with 3 councillors who could not attend on that date.
9.3	The Director of Property, in consultation with the Director of Finance and the Director of Legal Services, pursues the	Director of Property/ Director of Finance/ Director of Legal Services	To I & S Resources Cttee 13 March 2014 (written report deadline 5 March)	Group Manager (Assets) to produce lists of dwellings by district and co-ordinate contact with district council housing departments	We are currently ascertaining which dwellings are not the subject of service tenancies and the Borough and District Councils are currently being contacted via the Space

	opportunity to dispose of appropriate properties to social housing providers			via the Space Derbyshire Project. Any negotiations of terms to be undertaken by the Estates Team.	Derbyshire Project. This will be the subject of a separate report once responses from the Borough and District Councils have been received.
9.4	The Director of Property liaises with the county's district and borough councils and other public sector organisations to adopt a partnership approach to the future of the County Council's non-operational property, whether for housing or other uses.	Director of Property	To I & S Resources Cttee 13 March 2014 (written report deadline 5 March)	Group Manager (Assets) to produce lists of properties by district and co-ordinate contact with district and borough councils and other public sector organisations via the Space Derbyshire Project. Any negotiations of terms to be undertaken by the Estates Team.	Consultation is still being undertaken with the relevant service departments prior to finalising the list of assets which can be highlighted to our Space Derbyshire partners for consideration.
9.5	The Director of Property, in consultation with the Directors of Finance, develops a structured assessment system to assess each individual property (above an appropriate agreed value) against 25 year projections in order to measure best-value options for	Director of Property/ Director of Finance	To I & S Resources Cttee 13 March 2014 (written report deadline 5 March)	Group Manager (Assets) to arrange meeting with officers from Property and Finance to discuss a 25 year model and a protocol for its application.	The Directors of Property and Finance are finalising the 25 year model that will be used to assess each individual property above an appropriate agreed value (agreed as being an annual rental income of £5,000 or more).

	its future use or disposal				
9.6	The Asset Management System also to be used to assess operational property on a regular basis to give a continual appraisal to its usage/requirement.	Director of Property	To I & S Resources Cttee 16 January 2014 (written report deadline 8 January)	Group Manager (Assets) to provide summary of systems already in place to assess the suitability and use of operational properties (Assessments of Property Performance and Service Based Property Reviews) and provide examples of reports produced.	I & S Committee – Resources received and approved a report in January regarding this action.
9.7	The concept of “Corporate Landlord” be explored further by the Director of Property in consultation with Strategic Directors and a report on this be brought to the Scrutiny committee in due course	Director of Property	To I & S Resources Cttee 29 May 2014 (written report deadline 21 May)		
9.8	The disposal of property held by the County Council “in trust” is supported, providing that the previous owners’			Group Manager (Assets) to arrange meeting with officers from Property and Legal Services to discuss this further.	

	wishes and original intentions, when donating the property to the County Council, are protected.				
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Update as at 16th December 2013.