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| Mr Hunt, Cabinet Member for Finance | Ref No: FIN12 (19/20) |
| October 2019 | Key Decision: Yes |
| Surplus Declarations | Part I |
| Report by Director Property and Assets and Head of Assets | Electoral Divisions: Bourne, Petworth, Horsham East |

Summary

This report seeks approval by the Cabinet Member for Finance and Resources to confirm surplus declarations for a number of assets, deemed surplus to service operational requirements. Declaring them surplus enables a further decision to be made on either a sale of the asset (for a capital receipt) or to retain it for wider non-service led activities of the County Council such as redevelopment for investment, regeneration or other alternative uses. The properties to be declared surplus are:-

- **1 The Gardens, Littlegreen School, B2146, Compton, Chichester, West Sussex, PO18 9NW**
- **19 The Gardens, Littlegreen School, B2146, Compton, Chichester, West Sussex, PO18 9NW**
- **2 The Gardens, Littlegreen School, B2146, Compton, Chichester, West Sussex, PO18 9NW**
- **20 The Gardens, Littlegreen School, B2146, Compton, Chichester, West Sussex, PO18 9NW**
- **Land to the rear of The Gardens, Littlegreen, B2146, Compton, Chichester, West Sussex PO18 9NW**
 - **all of the above as shown on the plan at Appendix A**
- **Land at Petworth (to west of School); South Grove, Petworth, Chichester, West Sussex, GU28 0ED**
 - **as shown on the plan at Appendix B**
- **The Forest School, Caretaker House, Comptons Lane, Horsham, Horsham, West Sussex, RH13 5NT**
 - **as shown on the plan at Appendix C**

West Sussex Plan: Policy Impact and Context

The County Council's Future West Sussex Plan sets out its ambition to minimise the burden of local taxation, delivering the best outcomes for residents with the money it spends, whilst living within its means. In 2018 the County Council agreed to adopt an [Asset Management Policy and Strategy](#). An objective of the strategy is to acquire, manage, maintain and dispose of property effectively, efficiently and sustainably, together with optimising financial return and commercial opportunities. This includes identifying opportunities for rationalisation of assets and disposal or redevelopment of assets no longer required for operational purposes. Declaring properties surplus is part of the process to deliver the strategy and allows further

decisions to be made regarding properties that are no longer needed for operational purposes.

Financial Impact

There is no immediate financial impact of this decision. Declaring the sites surplus enables a further decision to be made on either a sale of the asset (for capital receipt) or to retain it for wider non-service led activities of the County Council such as redevelopment for investment, regeneration or other alternative uses to be explored.

Recommendation:

That the Cabinet Member makes a decision that the County Council declares the following assets surplus to service operational requirements:

- a) 1 The Gardens, Littlegreen School, B2146, Compton, Chichester, West Sussex, PO18 9NW
- b) 19 The Gardens, Littlegreen School, B2146, Compton, Chichester, West Sussex, PO18 9NW
- c) 2 The Gardens, Littlegreen School, B2146, Compton, Chichester, West Sussex, PO18 9NW
- d) 20 The Gardens, Littlegreen School, B2146, Compton, Chichester, West Sussex, PO18 9NW.
- e) Land to the rear of The Gardens, Littlegreen, B2146, Compton, Chichester, West Sussex PO18 9NW
The properties at points a) to e) above shown on the plan annexed at Annex A
- f) Land at Petworth (to west of School); South Grove, Petworth, Chichester, West Sussex, GU28 0ED shown on the plan annexed at Annex B
- g) The Forest School, Caretaker House, Comptons Lane, Horsham, Horsham, West Sussex, RH13 5NT shown on the plan annexed at Annex C

PROPOSAL

1. Background and Context

- 1.1 To accord with Standing Orders the properties detailed below need to be formally declared surplus to service and operational requirements in order to allow them to be reviewed for either disposal on the open market or developed further by the County Council for example as part of the Propco investment programme or to enable a lease surrender.

2. Proposal Details

- 2.1 It is proposed to declare all these property assets surplus to operational requirements on the basis that there is no current operational service need for any of the sites.
- 2.2 Each of the sites will be appraised for the best method of sale or re-development, and strategies for individual re-development sites will be subject to further business case approvals.

2.3 **Littlegreen Residential Properties and land to the rear, Littlegreen School, B2146, Compton, Chichester, West Sussex, PO18 9NW, (Bourne Division)**

It is proposed to declare surplus four of the residential properties located adjacent to the Littlegreen School campus and land to the rear of the houses. These houses were formerly occupied as teachers houses. In January 2019 Littlegreen School converted to Academy status and, as there was no longer a requirement for any on-site teachers at the School, with the exception of the caretakers house, Gardners Cottage, the houses and their gardens were excluded from the lease to The Solent Academy Trust. The County Council has a policy of disposing of vacant former staff houses and due to their condition and rural location these houses are not deemed suitable for any other Council service use. The necessary Department of Education consent will need to be obtained to enable disposal and an appropriate application has been submitted with outcome awaited.

- 1 The Gardens, Littlegreen School, B2146, Compton, Chichester, West Sussex, PO18 9NW, (Bourne Division)
- 19 The Gardens, Littlegreen School, B2146, Compton, Chichester, West Sussex, PO18 9NW, (Bourne Division)
- 2 The Gardens, Littlegreen School, B2146, Compton, Chichester, West Sussex, PO18 9NW, (Bourne Division)
- 20 The Gardens, Littlegreen School, B2146, Compton, Chichester, West Sussex, PO18 9NW, (Bourne Division)

2.4 **Land at Petworth (to west of School); South Grove, Petworth, Chichester, West Sussex, GU28 0ED (Petworth Division)**

This land lies adjacent to the Petworth Primary / former Herbert Shiner School site and comprises approximately 0.695 ha (1.72 acres). As the only means of accessing the land is through the School car park the land is currently unfenced and farmed in conjunction with adjoining third party under the terms of a licence agreement. The land has been allocated for residential development in the Petworth Neighbourhood Plan in conjunction with adjoining third party owned land. Department of Education consent will need to be obtained to enable disposal if required.

2.5 **The Forest School, Caretaker House, Comptons Lane, Horsham, Horsham, West Sussex, RH13 5NT (Horsham East Division)**

This is a detached two storey three bedroomed house with gardens and driveway in good condition adjacent to the Forest School campus but with its own separate vehicular access from Comptons Lane. The property was formerly occupied by the school caretaker, who has now retired. Department of Education consent will need to be obtained to enable disposal if required if required.

FACTORS TAKEN INTO ACCOUNT

3. Consultation

- 3.1 **Members** –The Member for Southwater as advisor to the Cabinet Member for Finance and Resources on asset management and the local members for Petworth and Horsham East. The Bourne Division which includes the properties at Littlegreen is currently vacant.
- 3.2 **External** – not applicable.
- 3.3 **Public** – not applicable, other than where town planning approval has been procured.
- 3.4 **Internal** –The Head of Property, Procurement and Environment, Legal Services and the Service Finance Business Partner for Economy, Infrastructure & Environment.

4. Financial (revenue and capital) and Resource Implications

- 4.1 There are no resource implications associated with these proposals.
- 4.2 Revenue consequences of proposal - there are no financial implications in declaring these properties surplus, a decision report will follow in the future once a decision has been made as to what to do with the properties/land.
- 4.3 There are no capital consequences arising from this proposal.

5. Legal Implications

- 5.1 None.

6. Risk Assessment Implications and Mitigations

- 6.1 All vacant property is risk assessed at the time of handover to the corporate landlord by a service and appropriate security measures put in place pending a decision on the future of the property.

7. Other Options Considered (and Reasons for not proposing)

- 7.1 None. All alternative service uses for the properties have been explored prior to a proposal to declare surplus.

8. Equality and Human Rights Assessment

- 8.1 The Equality Duty does not need to be addressed as it is a report dealing with an internal procedural matter only.

9. Social Value and Sustainability Assessment

- 9.1 The proposal will bring continued social, environmental and economic benefits by ensuring surplus property is managed according to the County Councils Asset Policy.

10. Crime and Disorder Reduction Assessment

10.1 Not applicable

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Appendices:

Appendix A – Plan for Littlegreen School and land to the rear

Appendix B – Plan for land at Petworth

Appendix C – Plan for Forest School

Background papers - None