

Report to Cabinet Member for Finance and Property

September 2021

Property Review: Surplus Declarations

Report by Director of Property and Assets

Electoral divisions: Chichester South, Southwick, Littlehampton Town, Bersted, East Grinstead Meridian, Fontwell and Middleton

Summary

This report seeks approval by the Cabinet Member for Finance and Property 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 for wider non-service led activities of the County Council such as redevelopment for investment, regeneration or other alternative uses.

Recommendations

That the Cabinet Member endorses:

- (1) That the County Council declares the following assets surplus to service operational requirements:
 - a) 76 Orchard Street, Chichester, West Sussex, PO19 1DE**
 - b) 20 Church Lane, Southwick, Shoreham-by-Sea, West Sussex, BN42 4GB**
 - c) 1, Worthing Road, Wick, Littlehampton, West Sussex BN17 7AR**
 - d) School House, Pevensey Road, North Bersted, Bognor Regis, West Sussex, PO21 5PB**
 - e) Sackville School House, Lewes Road, Brockhurst, East Grinstead, West Sussex, RH19 3TY**
 - f) Holding 21, North Choller Farm, Holding 21, Barnham Lane, Walberton, Littlehampton, West Sussex, BN18 0AX**
 - g) Holding 84, Paddock, Elms Farm, Ancton Lane, Middleton on Sea, West Sussex, PO22 6NJ**

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 Council's joint venture 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 76 Orchard Street, Chichester, West Sussex, PO19 1DE

The County Council owns the freehold of this small 2 bedroom mid-terrace house in Chichester. The property was previously let on a secure tenancy which has now been surrendered and the property has been returned with vacant possession to the County Council. The property is surplus to other operational requirements. The plan of the site as set out in **Appendix A**

2.4 20 Church Lane, Southwick, Shoreham-by-Sea, West Sussex, BN42 4GB

The County Council owns the freehold of this small detached 3 bedroom house in Southwick. The property was formerly occupied by the Regis Academy caretaker, who has since retired and, in accordance with current policy the property has been returned with vacant possession to WSCC for alternative uses. The property is surplus to other operational requirements. The plan of the site as set out in **Appendix B**

2.5 1, Worthing Road, Wick, Littlehampton, West Sussex BN17 7AR

The County Council owns the freehold of this small 3 bedroom bungalow in Littlehampton. The property was previously leased to a housing association providing supported living care and accommodation to adults. The lease has terminated, and the property was returned to the County Council. The property is surplus to other operational requirements. The plan of the site as set out in **Appendix C**

2.6 School House, Pevensey Road, North Bersted, Bognor Regis, West Sussex, PO21 5PB

The County Council owns the freehold of this three bedroom detached house with large gardens in Bognor Regis. The property was formerly occupied by the school caretaker, now retired, and, in accordance with current policy the property has been returned with vacant possession to WSCC for alternative uses. The property is surplus to other operational requirements. The plan of the site as set out in **Appendix D**

2.7 Sackville School House, Lewes Road, Brockhurst, East Grinstead, West Sussex, RH19 3TY

The County Council owns the freehold of this 3 bedroom bungalow in East Grinstead. The property was formerly occupied by the school caretaker, who retired and, in accordance with current policy, the property has been returned with vacant possession to WSCC for alternative uses. The property is surplus to other operational requirements. The plan of the site as set out in **Appendix E**

2.8 Holding 21, North Choller Farm, Barnham Lane, Walberton, Littlehampton, West Sussex, BN18 0AX

The County Council owns the freehold of North Choller Farm which is part of the Smallholdings Estate. The property is currently let on an Agricultural Holdings Act 1986 Smallholdings Tenancy. The holding comprises 99 acres of land, a 3 bedroom detached farmhouse a 2 bedroom semi-detached cottage (29, Barnham Lane) and a collection of farm buildings.

In March 2021 a Key Decision [FIN09 20/21](#) was taken to declare the cottage at 29 Barnham Lane surplus. This surplus declaration refers to the remainder of the holding as set out in **Appendix F**.

2.9 Holding 84, Paddock, Elms Farm, Ancton Lane, Middleton on Sea, West Sussex, PO22 6NJ

The County Council owns the freehold of Holding 84, known as Elms Farm, which is part of the Smallholdings Estate. In 2018 a Key Decision [FR17 17/18](#) was taken to declare the farmhouse building, outbuildings and farmyard area surplus. This surplus declaration refers to the remainder of the land south of Ancton Lane comprising a paddock and grazing area as set out in **Appendix G**.

3 Other options considered (and reasons for not proposing)

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

4 Consultation, engagement and advice

- 4.1 The Local Members for Chichester South, Southwick, Littlehampton Town, Bersted, East Grinstead Meridian, Fontwell and Middleton, have been advised.

5 Finance

- 5.1 Revenue consequences

- 5.2 There are no financial implications in declaring these properties surplus, a decision report will follow in the future once a decision has been made which may provide revenue benefits.

- 5.3 Capital consequences

- 5.4 There will potentially be a capital receipt upon a subsequent decision to either dispose of or develop any of the properties.

- 5.5 The effect of the proposal:

- (a) **How the proposal represents good value**

A further decision to develop or dispose of the properties will enable the council to ensure it obtains best value from its resources.

(b) **Future savings/efficiencies being delivered**

There are no savings associated with this decision.

(c) **Human Resources, IT and Assets Impact**

The proposal supports the Asset Strategy to rationalise the property estate. There are no HR or IT implications.

6 Risk implications and mitigations

Risk	Mitigating Action (in place or planned)
There is a continued financial risk in holding onto under-utilised assets, which can delay capital receipts or income, or where there is no or limited service benefit.	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 Policy alignment and compliance

- 7.1 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 assets effectively, efficiently and sustainably, together with optimising financial return and commercial opportunities. In line with this strategy the County Council now proposes to dispose of its freehold interest in these sites listed at paragraph 2.
- 7.2 There are no direct implications arising from the proposal relating to equality duty and human rights, climate change, crime and disorder, public health or social value.

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Appendices

- Appendix A – Site Plan - 76 Orchard Street, Chichester, West Sussex, PO19 1DE
- Appendix B – Site Plan - 20 Church Lane, Southwick, Shoreham-by-Sea, West Sussex, BN42 4GB

- Appendix C – Site Plan - 1, Worthing Road, Wick, Littlehampton, West Sussex BN17 7AR
- Appendix D – Site Plan -School House, Pevensey Road, North Bersted, Bognor Regis, West Sussex, PO21 5PB
- Appendix E – Site Plan - Sackville School House, Lewes Road, Brockhurst, East Grinstead, West Sussex, RH19 3TY
- Appendix F – Site Plan - Holding 21, North Choller Farm, Holding 21, Barnham Lane, Walberton, Littlehampton, West Sussex, BN18 0AX
- Appendix G – Site Plan Holding 84, Paddock, Elms Farm, Ancton Lane, Middleton on Sea, West Sussex, PO22 6NJ

Background Papers

None