

Report to Cabinet Member for Finance and Property

July 2022

Property Review: Surplus Declarations

Report by Director of Property and Assets

Electoral divisions: Broadwater, Fontwell, Arundel and Courtwick, Three Bridges, Northgate and West Green

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 it for wider non-service led activities of the County Council such as redevelopment for investment, regeneration or other alternative uses.

Recommendation:

That the Cabinet Member for Finance and Property endorses that the County Council declares the following assets surplus to service operational requirements:

- a) 106, Sompting Road, Broadwater, Worthing, West Sussex, BN14 9ES
- b) White Cottage, Lake Lane, Barnham, Bognor Regis, West Sussex, PO22 0AE
- c) 7 Toddington Park, Wick, Littlehampton, West Sussex, BN17 6JZ
- d) 76, School House, Gales Drive, Three Bridges, Crawley, West Sussex, RH10 1PE
- e) West Green Caretakers House, Town Barn Road, West Green, Crawley, West Sussex, RH11 7EB

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 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.

2.3 106, Sompting Road, Broadwater, Worthing, West Sussex, BN14 9ES

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

2.4 White Cottage, Lake Lane, Barnham, Bognor Regis, West Sussex, PO22 0AE

The County Council owns the freehold estate of this small 2 bed detached cottage in Barnham. The property was previously let on a secure tenancy which has now ended and the property has been returned to the County Council. The property is surplus to other operational requirements. The plan of the site is as set out in **Appendix B**

2.5 7 Toddington Park, Wick, Littlehampton, West Sussex, BN17 6JZ

The County Council owns the freehold estate of this 4 bed detached house, having acquired it in December 2019 following the service of a statutory blight notice associated with programmed highway works relating to the widening of the A259 adjacent to the property. A small section of the garden has now been taken into the scheme and following completion of the works adjacent, including the erection of a new fence, the vacant property is surplus to operational requirements. The plan of the site is as set out in **Appendix C**

2.6 76, School House, Gales Drive, Three Bridges, Crawley, West Sussex, RH10 1PE

The County Council owns the freehold estate of this small 3 bed detached house in Three Bridges, The property was formerly occupied by the school caretaker, who has left the Council's employment 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 West Green Caretakers House, Town Barn Road, West Green, Crawley, West Sussex, RH11 7EB

The County Council owns the freehold estate of this 3 bed detached house in West Green, Crawley. 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 is as set out in **Appendix E**

3 Other options considered (and reasons for not proposing)

- 3.1 An options appraisal of all the assets to be declared surplus has been undertaken and the sites have been considered against a range of options including for possible social, community or environmental use, particularly where this could complement the Council's ambitions relating to climate change. No viable options have been identified in these cases.
- 3.2 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 Broadwater, Fontwell, Arundel and Courtwick, Three Bridges, Northgate and West Green have been advised.

5 Finance

Revenue consequences

- 5.1 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.

Capital consequences

- 5.2 There are no capital implications in declaring these properties surplus. There will potentially be a capital receipt upon any subsequent decision to dispose of the properties
- 5.3 The effect of the proposal:

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

This decision to declare these properties surplus will enable 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 which will ensure it obtains 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**

There are no Human Resources or IT implications associated with this decision. The proposal is in line with the [County Council's Asset Management Strategy](#).

6. Risk implications and mitigations

Risk	Mitigating Action (in place or planned)
There is a continued financial risk in holding onto under-utilised	All vacant property is risk assessed at the time of handover to the corporate landlord by a service

Risk	Mitigating Action (in place or planned)
assets, which can delay capital receipts or income, or where there is no, or limited, service benefit.	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 this surplus small holding.
- 7.2 There are no direct implications arising from the proposal on equality duty and human rights, climate change, crime and disorder, public health or social value.

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Appendices

Appendix A Site Plan - 106, Sompting Road, Broadwater, Worthing, West Sussex, BN14 9ES

Appendix B Site Plan - White Cottage, Lake Lane, Barnham, Bognor Regis, West Sussex, PO22 0AE

Appendix C Site Plan - 7 Toddington Park, Wick, Littlehampton, West Sussex, BN17 6JZ

Appendix D Site Plan - 76, School House, Gales Drive, Three Bridges, Crawley, West Sussex, RH10 1PE

Appendix E Site Plan - West Green Caretakers House, Town Barn Road, West Green, Crawley, West Sussex, RH11 7EB

Background Papers

None