



COUNCIL EXECUTIVE

SURPLUS PROPERTIES

REPORT BY HEAD OF FINANCE AND PROPERTY SERVICES

A. PURPOSE OF REPORT

To seek approval to formally declare surplus a number of properties outlined in the report which are no longer required for service delivery.

B. RECOMMENDATION

It is recommended that Council Executive:

1. Approves that the properties listed in the report and Appendix 1 are declared surplus to council requirements, and,
2. Instructs officers to dispose or lease the properties concerned in accordance with previously approved Surplus Property Procedures and as outlined in the report.

C. SUMMARY OF IMPLICATIONS

I Council Values	Being honest, open and accountable; and Making best use of our resources
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Forms part of the council's approved Asset Management Strategy and Property Asset Management Plan. Complies with legal requirement to obtain "Best Value" under the 1973 and 2003 Local Government (Scotland) Acts and also the Disposal of Land by Local Authorities (Scotland) regulations 2010 and the Community Empowerment (Scotland) Act, 2015. Complies with Community Empowerment (Scotland) Act 2015 (Part 5) relating to community asset transfer.
III Implications for Scheme of Delegations to Officers	None
IV Impact on performance and performance Indicators	The disposal of surplus properties may contribute to performance in different areas e.g. capital receipts; revenue income from the Tenanted Non Residential Portfolio (TNRP) / Commercial Property Portfolio (CPP) or be available for community asset transfer.

V	Relevance to Single Outcome Agreement	Effective management of property resources influences many key outcomes contained in the single outcome agreement.
VI	Resources - (Financial, Staffing and Property)	The letting, sale, asset transfer or demolition of assets identified as surplus will allow resources used for these to be re-directed to other retained property assets. Some will produce revenue income stream and/or a capital receipt which will contribute to relevant targets.
VII	Consideration at PDSP	None.
VIII	Other consultations	<p>Relevant services have been consulted including Operational Services; Legal Services; Planning; Housing, Customer and Building Services.</p> <p>The local elected members for relevant wards have received a copy of this report for their information.</p>

D. TERMS OF REPORT

D1 Introduction

The report advises of a number of property assets that are no longer required for the delivery of services and are proposed to be declared surplus. The properties will be dealt with in accordance with the Surplus Property Procedures which were approved by the Council Executive on 28 November 2017.

D2 Background

The council is committed to the efficient and effective management of assets to support the delivery of services. Property assets are managed as a corporate resource and those no longer required for the delivery of services should not be retained as these represent both financial and management resource burdens. Properties that are vacant or not effectively used also represent a risk of dereliction and are an ongoing statutory compliance burden on the council.

In accordance with the updated Surplus Property Procedures, property assets that are no longer required for service delivery need to be formally declared surplus and then be subject to a standard process to ensure transparent and consistent decision making on their future.

This report advises on a number of properties that have been identified as no longer required for service delivery and are therefore surplus to council requirements and will now be progressed in accordance with the updated procedures.

D3 Surplus Property

The properties outlined in Appendix 1 have been identified as being surplus to service requirements and are no longer required by the council. These consist primarily of two main types of property, these are:

1. Properties that are no longer required for the delivery of services; and
2. Properties that have been replaced by new property assets where the lease, sale or demolition of the previous asset formed part of the business case for the new asset.

All of the properties meet both of the criteria outlined above and therefore it is appropriate that these are declared surplus to requirements and processed in accordance with the council's approved surplus property procedures.

E. CONCLUSION

The properties outlined in this report are or will no longer be required for service delivery and are therefore surplus to the Council's operational requirements going forward. It is in the council's best interest to proceed with the marketing of each property in accordance with the updated Surplus Property Procedures and as outlined in the report.

F. BACKGROUND REFERENCES

Council Executive – 28 November 2017 – Surplus Property Procedures

Appendices/Attachments:

Appendix 1 - List of properties to be declared surplus

Appendix 2 – Plans of properties referred to in Appendix 1.

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