

Report

Report to:	Housing and Technical Resources Committee
Date of Meeting:	20 March 2019
Report by:	Executive Director (Housing and Technical Resources)

Subject:	Delegated Authority Report – Update
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide a summary of the transactions processed by delegated authority by Property Services during Quarters 2 and 3, 2018/2019.

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that summary of transactions processed by delegated authority during Quarters 2 and 3, 2018/2019, be noted.

3. Background

3.1. The Executive Director (Housing and Technical Resources) has delegated authority to deal with various transactions including:-

- ♦ leases of a value up to £50,000 per annum and a maximum period of 20 years
- ♦ rent reviews up to an increase of £20,000 per annum
- ♦ disposals up to a value of £200,000
- ♦ acquisitions up to a value of £100,000

3.2. Delegated authority reports are prepared by Case Officers and submitted to the Head of Property Services for approval, once provisional agreement has been reached with the third party. A weekly list of approved reports is published on the Council's intranet under "Estates Property Transactions".

3.3. The delegated reports provide authority for Officers to progress transactions and, where appropriate, to instruct Legal Services. The receipt of any monies arising from the transactions occurs at a date in the future, once missives have been concluded and any suspensive conditions met. It should be noted that some transactions may never settle.

4. Summary Quarter 2 2018/2019

4.1. The summary of all transactions progressed under delegated authority during the period 1 July to 30 September 2018 s is shown on Appendix 1, column 1, however, can be summarised as follows:-

Total number of transactions	44
Total value of lease transactions	£88,410 per annum
Total value of capital transactions	£1,050,383

5. Summary Quarter 3 2018/2019

- 5.1. The summary of transactions progressed under delegated authority during the period 1 October to 31 December 2018 is shown in Appendix 1, column 2, however, can be summarised as follows:-

Total number of transactions	69
Total value of lease transactions	£164,824 per annum
Total value of capital transactions	£1,538,554

- 5.2. The volume and value of transactions is generally similar to previous years with the exception of acquisitions. There continues to be an increase in the number and value of acquisitions, principally associated with the purchase of houses to increase the supply of Council housing stock.

6. Employee Implications

- 6.1. There are no employee implications.

7. Financial Implications

- 7.1. The rental income to the Council is increased as a result of the new lettings and rent reviews.
- 7.2. Disposals generate additional capital monies for the Council's Capital Programme.
- 7.3. Acquisitions are carried out in accordance with project plans and approved capital budgets, to enable investment programmes to proceed.

8. Other Implications

- 8.1. There is a low risk that the rental and capital receipts identified within these delegated authority reports are not achieved if, for reasons out with the Council's control, the tenant/ purchaser chooses not to proceed with the transactions. However, Property Services has in place procedures and consultations intended to minimise this risk.
- 8.2. There are no implications for sustainability or risk in terms of the information contained within this report.

9. Equality Impact Assessment and Consultation Arrangements

- 9.1. Consultation takes place with the owning Resource, Planning, Roads and Legal Services on a transaction by transaction basis as and when required.
- 9.2. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.

Daniel Lowe

Executive Director (Housing and Technical Resources)

28 January 2019

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, effective, efficient and transparent

Previous References

- ◆ Housing and Technical Resources Committee, 31 October 2018

List of Background Papers

- ◆ Plans and drawings of the property involved in these transactions can be obtained from the Estates Team, Property Services
- ◆ Weekly List of Delegated Authority Transactions can be obtained on the Council's intranet

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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Delegated Authority Transactions

Transaction Type	Quarter 2 2018/19		Quarter 3 2018/19	
	No	Value	No	Value
Lease Renewal	2	£730	1	£1,028
New Lease	14	£70,680	22	£163,796
Assignment	2	0	3	0
Rent Review	2	£17,000	0	0
Total Revenue	20	£88,410	26	£164,824
Disposal	4	£221,111	10	£209,551
Compensation	1	£70,000	2	£1,000
Waiver/Servitude	4	£22	5	£3
Acquisition	14	£759,250	19	£1,328,000
Total Capital	23	£1,050,383	36	£1,538,554
Miscellaneous	1	£52,000	7	£436,611