

# Report

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>15 March 2023</b>
Report by:	<b>Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Delegated Authority Report – Update</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise on transactions processed by delegated authority by Property Services during Quarter 3 of 2022/2023

## 2. Recommendation(s)

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

- (1) that the transactions processed by delegated authority by Property Services during Quarter 3 of 2022/2023, 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 £200,000

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 3, 2022/2023

4.1. The summary of transactions progressed under delegated authority during Quarter 3 of 2022/2023 is shown in Appendix 1, however, can be summarised as follows:-

Total number of transactions	55
Total value of lease transactions	£126,864 per annum
Total value of capital transactions	£1,967,710
Total number of miscellaneous transactions	£0

## **5. Employee Implications**

- 5.1. There are no employee implications associated with this report.

## **6. Financial Implications**

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

## **7. Climate Change, Sustainability and Environmental Implications**

- 7.1. There are no issues in relation to climate change, sustainability and environment contained within this report.

## **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 outwith 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.

## **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1. Consultation takes place with the occupying 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.

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

3 February 2023

### **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent

### **Previous References**

- ◆ Housing and Technical Resources Committee, 14 December 2022
- ◆ Housing and Technical Resources Committee, 10 August 2022

### **List of Background Papers**

- ◆ Plans and drawings of the property involved in these transactions can be obtained from the Assets and 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:-

Joanne Forbes, Head of Property Services

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## Delegated Authority Transactions

Transaction Type	Quarter 3 2022/2023	
	No	Value
Lease Renewal	1	£16,000
New Lease	14	£110,864
Landlords Consent	3	£0
Assignment	1	£0
Rent Review	0	£0
<b>Total Revenue</b>	19	£126,864
Disposal	8	£143,080
Compensation	8	£37,480
Wayleave/Servitude	2	£1,650
Acquisition	18	£1,785,500
Title Waiver	0	£0
<b>Total Capital</b>	36	£1,967,710
Miscellaneous	0	£0