

Report

Report to:	Housing and Technical Resources Committee
Date of Meeting:	17 February 2021
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:-

- ◆ advise on transactions processed by delegated authority by Property Services during quarter 3 of 2020/2021

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 2020/2021, 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 3, 2020/2021

4.1. The summary of transactions progressed under delegated authority during quarter 3 of 2020/2021 is shown in Appendix 1, column 1, however, can be summarised as follows:-

Total number of transactions	57
Total value of lease transactions	£222,609 per annum
Total value of capital transactions	£1,765,126

- 4.2. The most significant volume of transactions continues to relate to the acquisition of houses.

5. Employee Implications

- 5.1. There are no employee implications.

6. Financial Implications

- 6.1. The rental income to the Council is increased as a result of the new lettings and rent reviews.
- 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 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)

12 January 2021

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, effective, efficient and transparent

Previous References

- ◆ Housing and Technical Resources Committee, 25 November 2020
- ◆ Housing and Technical Resources Committee, 16 September 2020

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:-

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Delegated Authority Transactions

Transaction Type	Quarter 3 2020/2021	
	No	Value
Lease Renewal	3	£176,800
New Lease	11	£45,809
Landlords Consent	6	£0
Assignment	0	£0
Rent Review	0	£0
Total Revenue	20	£222,609
Disposal	6	£183,824
Compensation	0	£0
Waiver/Servitude	3	£501
Acquisition	28	£1,580,801
Title Waiver	0	£0
Total Capital	37	£1,765,126
Miscellaneous	0	£0