

## **Property management, acquisitions and disposals Policy**

### **1. Garages**

We will not sell garages at present. This will be reviewed in line with the outcomes of “Green Futures”.

We will continue with Council policy of allocating garages based on date order with preference being given to tenants. The Director of Community Housing will bring forward a report with alternative proposals for allocating garages following the outcome of “Green Futures”.

### **2. Parcels of land**

We will not dispose of any parcels of land at present except as set out in section 5 & 8 below.

### **3. Income maximisation**

We will maximise income from commercial properties (shops and electricity substations) by reviewing rents to market levels whenever the lease permits this. We will identify all the arrangements in place for the occupation of our premises by the voluntary sector and community groups and then ensure that all arrangements are documented.

### **4. Right to buys**

We will serve notice to complete on tenants with pending right to buy applications where they have failed to complete within a period of one year from their application where the price of homes has risen.

### **5. Encroachments**

We will take action to require any person encroaching on our land to remove the encroachment unless they have planning permission and are willing to pay an interim licence fee.

In cases of long standing adverse possession where:

- The encroachment took place before stock transfer and the council did not take any action to regain the land or regularise the arrangements.
- There is a low probability of regaining possession
- The legal cost of regaining possession is prohibitive

The Director of Property may authorise the disposal of land at below market value where there is an overall business case to do so.

### **6. Easements and other rights over our land for public benefit**

We will grant rights for the use of our land on the basis of the following principles: Public bodies including the Council and private sector organisations should pay full value for any rights granted.

In other cases, we will apply a test of public benefit and in particular benefits to tenants arising from the project for which the rights are provided.

We will expect local residents to have been fully consulted about any project that will affect them for which rights are sought. Where it is deemed that reputational risks are low this consultation can be via the planning process.

## **7. Corrections**

The Director of Property may authorise the transfer land back to the Council where it has been incorrectly transferred to us free of charge provided that any costs we may incur are reimbursed by the Council.

## **8. Small transactions**

The Director of Property may authorise small land transactions up to the value of £15,000.

In particular the Director of Property may agree the sale of small parcels of land to assist in meeting housing need which has been identified via the allocation policy and the home seeker system, and the identified need would otherwise not be met.

The Director of Property may agree the purchase of small parcels of land & buildings where there is a business case to do so. In this regard a viable business case is one that is self funding within 15 years.

<b>Policy Data</b>	
Version number	2.1
Date approved	14 November 2011
Approved by	Board
Next review due	Every year (14 November 2012)
Review Committee	Board
Delegated authority	Director of Property
Responsibility	Director of Property
Links with legislation	None.
Links with other policies	Standing Orders
Consultation	This strategy has been developed after consultation with Membership Committee and the Board.

All enquiries with regard to this document should be addressed to the [Director of Property](#)

Expired issues of this document will be retained by the [Policy & Research Officer](#)