

PROPERTY SUB-COMMITTEE

Wednesday, 10th December, 2014

2.00 pm

Swale 1, Sessions House, County Hall, Maidstone





AGENDA

PROPERTY SUB-COMMITTEE

Wednesday, 10 December 2014, at 2.00 pm Ask for: **Ann Hunter**
Swale 1, Sessions House, County Hall, Telephone: **03000 416287**
Maidstone

Tea/Coffee will be available 15 minutes before the start of the meeting

Membership (7)

Conservative (4): Mr A J King, MBE (Chairman), Miss S J Carey,
 Mr L B Ridings, MBE and Mrs P A V Stockell

UKIP (1) Mr R A Latchford, OBE

Labour (1) Mr G Cowan

Liberal Democrat (1): Mrs T Dean, MBE

UNRESTRICTED ITEMS

(During these items the meeting is likely to be open to the public)

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A - Committee Business

- A1 Introduction and Webcast Announcement
- A2 Apologies and Substitutes

- A3 Declarations of Interest by Members in Items on the Agenda
- A4 Minutes of the meeting held on 22 September 2014 (Pages 5 - 8)

B - Key or significant Cabinet Member Decision(s) for recommendation or endorsement

- B1 New Ways of Working Strategy (East Kent region) and Proposal to acquire a Freehold to become an East Kent Key Office Hub (Pages 9 - 16)
To consider and endorse or make recommendations on the Cabinet Member's proposed decision
- B2 Disposal of Land at Churchill CEP School, Westerham (Pages 17 - 22)
To consider and either endorse or make recommendations on the Cabinet Member's proposed decision

Motion to exclude the press and public

That under Section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for the following business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph(s) xx of Part 1 of Schedule 12A of the Act.

RESTRICTED ITEMS

(During these items the meeting is unlikely to be open to the public)

C - Key or significant Cabinet Member Decision(s) for recommendation or endorsement

- C1 New Ways of Working Strategy (East Kent region) and Proposal to acquire a Freehold to become an East Kent Key Office Hub (Pages 23 - 34)
To receive exempt information relating to Item B1
- C2 Disposal of Land at Churchill CEP School, Westerham (Pages 35 - 36)
To receive exempt information relating to Item B2
- C3 Disposal of five leasehold interests for 125 years at market value for all units in the Nautical Mews Development in Cliftonville, as part of the Live Margate regeneration programme (Pages 37 - 42)
To consider and either endorse or make recommendations on the Cabinet Member's proposed decision

Peter Sass
Head of Democratic Services
(01622) 694002

Tuesday, 2 December 2014

KENT COUNTY COUNCIL

PROPERTY SUB-COMMITTEE

MINUTES of a meeting of the Property Sub-Committee held in the Darent Room, Sessions House, County Hall, Maidstone on Monday, 22 September 2014.

PRESENT: Mr A J King, MBE (Chairman), Miss S J Carey, Mrs T Dean, MBE, Mr R A Latchford, OBE and Mrs P A V Stockell

ALSO PRESENT: Mr G Cooke

IN ATTENDANCE: Ms R Spore (Director Property & Infrastructure Support) and Mrs A Hunter (Principal Democratic Services Officer)

UNRESTRICTED ITEMS

22. Apologies and Substitutes
(Item A1)

Apologies for absence were received from Mr Cowan and Mr Ridings.

23. Declarations of Interest
(Item A2)

There were no declarations of interest.

24. Minutes of the meeting held on 23 June 2014
(Item A3)

Resolved that the minutes of the meeting held on 23 June 2014 are a correct record and that they be signed by the Chairman.

25. Total Facilities Management - Future Oversight of Contracts
(Item B1)

(1) Mr Cooke (Cabinet Member for Corporate and Democratic Services) and Rebecca Spore (Director of Property and Infrastructure Support) introduced the report which provided an update on the implementation of a Total Facilities Management (TFM) solution following the signing of the Mid Kent contract with Amey and the West Kent contract with Skanska. The report also advised the Sub-Committee about the withdrawal of Interserve, the preferred bidder for East Kent, and the appointment of Kier as the new preferred bidder. To ensure Members had continuing oversight of the performance of the contracts the report suggested that a biannual review of performance be undertaken by the Property Sub-Committee in accordance with the commissioning principles set out in the Facing the Challenge paper considered by the County Council on 15 May 2014.

(2) Jon Chown gave a presentation outlining Skanska's approach to the contract, the personnel involved, the scope of the contract, the services that would be

provided, how KPIs would be delivered and monitored, the structure and values of Skanska, and how it planned to interact with local small and medium enterprises.

- (3) In response to questions he said that some elements of the contract would be sub-let but Skanska would remain as the single point of contact; the employment terms and conditions of existing staff would be honoured under TUPE arrangements; and zero hour contracts would be avoided as far as possible. He also said he expected about 30% of the contract value to be supplied by local business.
- (4) It was confirmed that services to schools, with the exception of tree surveys, were not included within the scope of the initial services to be provided in the contract but that if they were at a future point, Skanska would work with schools to implement security arrangements at the design stage and by providing advice on existing arrangements particularly in relation to cameras, fencing and sight lines, if appropriate.
- (5) Martin Channon, George Thomson and Mark Billington gave a presentation outlining Amey's approach to the contract, the timeline for mobilising the contract, the current position, deliverables and outputs, information about Amey including its structure and values and its safety campaign – "Target Zero".
- (6) In response to questions, Mr Channon said that: about 30% (£1.5m) of the contract would be subcontracted; the use of agency staff would be kept to a minimum but may be necessary at peak times; and it was intended to support local small and medium enterprise to deliver parts of the contract.
- (7) Ms Spore explained the competitive dialogue process that led to the appointment of Kier as the preferred bidder for East Kent following the withdrawal of Interserve. She confirmed that: the contracts included an explicit contract management regime; the companies would attend regular meetings with Members; and information about social value could be included in reports on performance.
- (8) The commissioning of facilities management services and the fact that there was more than one contract was welcomed particularly as it would result in better performance at a lower cost and there were clear mechanisms for managing performance and holding the suppliers to account.
- (9) Resolved:
 - (a) That the signing of the Mid Kent and West Kent contracts and the ongoing discussions with the new preferred bidder for East Kent be noted;
 - (b) The timescale for the future biannual performance review, briefing papers and presentations starting in March 2015 be endorsed;
 - (c) The existing contract governance for monitoring the performance of the Total Facilities Management Contracts be noted.

26. Approval to enter a new ground lease for Deal Youth Hub (35 years)
(Item B2)

- (1) Rebecca Spore (Director of Property and Infrastructure Support) and Joe Reidy (Estates Surveyor) introduced the report which sought approval to enter a new 35-year lease with Dover District Council to support and implement Decision 13/00096. The Sub-Committee was asked to consider and endorse or make recommendations to the Cabinet Member for Corporate and Democratic Services on the proposed decision.
- (2) In response to questions Ms Spore and Mr Reidy said it was hoped to enter into a building contract in the future; maintenance costs were calculated using benchmarks but that the actual costs could be different and that the capital costs had been included in the Capital Programme
- (3) Resolved that the Cabinet Member's proposed decision to enter into a new lease for the Deal Youth Hub and to authorise the Director of Property and Infrastructure Support to finalise terms and complete the transaction be endorsed.

27. Exclusion of the Public

RESOLVED that under Section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

28. Disposal of Residential Development Land adjoining Great Clayne Lane Farm, Gravesend.
(Item B3)

- (1) Mr Cooke (Cabinet Member for Corporate and Democratic Services), Rebecca Spore (Director of Property and Infrastructure Support) and Keith Hollidge (Surveyor) introduced the report and the exempt report at Item C1 on the agenda. The reports considered the proposed disposal of residential development land adjoining Great Clayne Farm, Gravesend and asked the Property Sub-Committee to consider and either endorse or make recommendations to the Cabinet Member on the proposed to decision to sell the land and delegate authority to the Director of Property and Infrastructure Support to adjust the final terms of the sale, if necessary to conclude the transaction.
- (2) In response to questions, further information about the ownership and proposals as well as the drainage needs for each site was provided .
- (3) Resolved that the Cabinet Member's proposed decision to sell the land and delegate authority to the Director of Property and Infrastructure Support to adjust the final terms of the proposed sale, if necessary, to conclude the transaction be endorsed.

29. Disposal of Residential Development Land adjoining Great Clayne Lane Farm, Gravesend (Exempt)
(Item C1)

- (1) Mr Cooke (Cabinet Member for Corporate and Democratic Services), Rebecca Spore (Director of Property and Infrastructure Support) and Keith Hollidge introduced the report which provided additional information about the proposed decision. The Sub-Committee considered the information prior to making the recommendation at minute 28 above.
- (2) Resolved that the information be noted.

From: David Cockburn - Corporate Director of Strategic & Corporate Services

Rebecca Spore – Director of Property & Infrastructure Support

Gary Cooke - Cabinet Member for Corporate and Democratic Services

To: Property Sub-Committee – 10 December 2014

Decision No: 14/00152

Subject: New Ways of Working Programme Strategy Update and Proposal to Acquire East Kent Key Office Hub

Key decision YES – The recommendation includes a requirement to seek a decision above £1m.

Classification: Unrestricted

Past Pathway of Paper:

Future Pathway of Paper: Cabinet Member Decision

Electoral Division: Whitstable

Summary: The New Ways of Working Programme has, since late 2013, progressed and delivered the approved redevelopment of several new hub facilities in the West and Mid-Kent regions of the county. These implementations have helped to facilitate improved working cultures and practice, and achieved property revenue savings.

The Programme now seeks endorsement to continue with planned implementation in the East Kent region to conclude the development of new working environments to key office hub locations in this area.

As part of the accommodation strategy for the East Kent region, the Programme has identified the need to acquire c.2,200m² of office accommodation, located near to Whitstable, as a key office hub for Kent County Council in this area.

The acquisition of an appropriate property will achieve revenue savings in the medium to long-term and provide a prime accessible location for continued public facing service delivery in the Canterbury / Whitstable locality.

This report covers the non-exempt elements of an exempt decision report that outlines the main options that have been considered and seeks a decision to purchase a property near to Whitstable for the New Ways of Working Programme. This option sits within affordability parameters, making the savings required without exceeding the capital expenditure constraints, and offers a more flexible estate portfolio solution, particularly in light of the continued objectives stemming from KCC's 'Facing the Challenge' initiative.

Recommendation(s):

The Cabinet Member for Corporate and Democratic Services is requested to agree:-

1. The continued implementation of the New Ways of Working Programme into the East Kent region;
2. The freehold purchase and inclusive refurbishment of a property located on the outskirts of the Whitstable area at the price stated in the recommendations of the exempt report;
3. To note the additional costs of purchase, including agents' fees and stamp duty, together with final fit-out works, as stated in the exempt report;
4. That the Executive Scheme of Delegation for Officers set out in Appendix 2, Part 4 of the Constitution (and the directorate schemes of sub-delegation made there under) provides the governance pathway for the implementation of this decision by officers. In this instance, the Director of Property, Infrastructure & Support (on behalf of the Corporate Director of Strategic & Corporate Services) will take all such steps as are necessary to implement the decision:

1. Introduction

- 1.1 This report summarises the phased redevelopment progress made to create New Ways of Working environments to office and hub locations across the county to date and describes the outline of the recommended strategy for continued implementation of the Programme in the East Kent region.
- 1.2 The potential options for the acquisition and provision of a key office hub in the East Kent area to support the continued implementation of the Programme are outlined, and the report concludes with a recommendation to acquire a property in the Whitstable area.
- 1.3 The options in the exempt report relate to the acquisition and development of office space which will have both capital and revenue consequences to KCC, with the recommended option sitting within viability and affordability parameters.

2. Financial Implications

- 2.1 Along with the Council's 'Doing Things Differently' agenda, the New Ways of Working Programme strategy is predicated on achieving property revenue savings via consolidation and releasing the retained portfolio from budget pressures such as rent and having greater control over maintenance and repair activities rather than continued expenditure on service charge payments.
- 2.2 The anticipated revenue savings generated by the Programme implementation have already been built into the Council's Medium Term Financial Plan. This has led to a preference to consider freehold or long leasehold options (where capital investment is required) over commercial leasehold options that have a significant impact on revenue.

2.3 The New Ways of Working Programme has produced a financial case which sets out the parameters of the continued implementation. The property budget is adjusted annually to take into account the savings to be delivered through the consolidation of the office portfolio. A summary options appraisal for the East Kent Accommodation Strategy has been included in **Appendix 1 of the Exempt Report** which sets out the financial consequences of each option in this report.

3. The Report

3.1 The New Ways of Working Programme has progressively implemented the approved phased redevelopment of several key hubs and office locations in the West and Mid-Kent areas since late 2013.

3.2 Office and public-facing hub facilities in the West Kent region completed to date have included Montague House, Worrall House and Joynes House, with a refurbishment of the Gravesend Social Education Centre currently ongoing. As part of these implementations, leased accommodation at Joynes House and Croft House has been relinquished thus securing revenue savings, whilst the major KCC site facilities previously located at Gibson Drive have been released for third-party redevelopment.

3.3 The approved implementation of the Programme in the Mid-Kent area is ongoing, with phased refurbishment of Invicta House currently being successfully progressed and with the refurbishment of Kroner House due to commence in late 2014. These implementations, supported by localised redevelopment work at Sessions House, will facilitate the relinquishing of leased accommodation at Brenchley House in the short term whilst leased office facilities at Ashford Civic Centre have already been vacated and KCC staff relocated to refurbished space on the Eurogate site.

3.4 The accommodation strategy for the East Kent region has been reviewed with the relevant KCC Service Directorates in order to ensure that the property portfolio and recommendations for key hub locations satisfies the requirements for public-facing provision and takes account of the logistical and transportation challenges associated with this area of the county.

3.5 The strategy for the East Kent area has been predicated by a review of the New Ways of Working Programme budget and affordability parameters, with an assessment of the Programme's capital and revenue expenditure to date.

3.6 The recommended New Ways of Working accommodation strategy and key hub location profile for the East Kent region is:-

Avenue of Remembrance – Swale local hub (retained and refurbished);

St Peter's House – Thanet area dual local hub (retained and refurbished);

Apollo House – Thanet area dual local hub (retained and refurbished);

Thistley Hill – Dover area dual local hub (retained);

Poltons – Dover area dual local hub (retained and refurbished)

3.7 The Programme, in conjunction with the relevant Service Directorates, has identified and recommended that the local hub for the Whitstable / Canterbury area should ideally be located near to Whitstable for ease of access and availability of public-facing services in the area. The present accommodation in Brook House is currently held under a lease which will expire in the second quarter of year 2015/16, which has led to the New Ways of Working Strategy need to identify a solution.

4. New Ways of Working Programme Requirements

4.1 It is envisaged that the local hub for the Whitstable / Canterbury area must provide c.2,100m² of flexible accommodation to suit combined mobile and fixed user working space, including meeting rooms, break out space and public facing services such as child and adult protection case conferences, legal meetings and family meetings in safe, secure and managed environment.

4.2 A number of property options have been considered, but for reasons of commercial sensitivity and to preserve KCC's negotiating position in the market, these are outlined in the exempt report.

4.3 All options considered in the exempt report would be able to meet the required space requirements.

4.4 Each option is assessed against its ability to deliver against the Programme parameters and the savings that are identified within the Medium Term Capital Programme.

4.5 A further objective of the New Ways of Working Programme is that, as far as possible, it should create a more flexible portfolio in terms of options available in the event of a strategy change or service refocus. This is particularly important as the council seeks to transform its service delivery over time. It is envisaged that this will similarly change the Council's property requirements over time. Careful consideration therefore needs to be given to ensure that any investment in accommodation is targeted at property which allows the council future flexibility for redevelopment.

4.6 There are no known legal or public health implications associated with the continuation of the Programme or the proposed property acquisition.

4.7 All property aspects associated with the continuation of the Programme will be subject to stringent assessment of equality impacts and these will be mitigated where necessary. At the current time, there are no known significant equality implications associated with the continuation of the Programme or the proposed property acquisition.

4.8 Under the provisions of the Executive Scheme of Delegation for Officers, the Director of Property, Infrastructure & Support (on behalf of the Corporate

Director of Strategic & Corporate Services) will take all such steps as are necessary to implement the decision made with respect to this proposal.

5. Conclusions

- 5.1 The options that have been considered are very different propositions, and the key factors are considered in the exempt report.
- 5.2 The recommendations are set out below and more fully in the exempt report.

6. Recommendation(s):

The Cabinet Member for Corporate and Democratic Services is asked to agree:

1. The continued implementation of the New Ways of Working programme into the East Kent region;
2. The freehold purchase and inclusive refurbishment of a property located in the Whitstable area at the price stated in the recommendations of the exempt report;
3. To note the additional costs of purchase, including agents' fees and stamp duty, together with final fit-out works, as stated in the exempt report;
4. That the Executive Scheme of Delegation for Officers set out in Appendix 2, Part 4 of the Constitution (and the directorate schemes of sub-delegation made there under) provides the governance pathway for the implementation of this decision by officers. In this instance, the Director of Property, Infrastructure & Support (on behalf of the Corporate Director of Strategic & Corporate Services) will take all such steps as are necessary to implement the decision

7. Background Documents

- 7.1 The East Kent Options summary paper highlighting the commercial considerations associated with the proposed property acquisition is included in the exempt report
- 7.2 The proposed record of decision is attached as Appendix 1 to this report

8. Contact details

Report Author:

- Bob Appleby – New Ways of Working Programme Manager
- Tel: 07791 374422. Email: Bob.appleby@kent.gov.uk

Relevant Director:

- Rebecca Spore – Director of Property & Infrastructure Support
- Tel: 01622 221151. Email: Rebecca.spore@kent.gov.uk

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KENT COUNTY COUNCIL – Proposed RECORD OF DECISION

DECISION TO BE TAKEN BY:

Gary Cooke, Cabinet Member for Corporate and Democratic Services

DECISION NO:

14/00152

For publication
Key decision*

Expenditure or savings of > £1m

Subject: New Ways of Working Programme Strategy and Proposal to Acquire Premises for an East Kent Office Hub

Decision:

As Cabinet Member for Corporate and Democratic Services, I agree to

1. The continued implementation of the New Ways of Working Programme into the East Kent region;
2. The freehold purchase and inclusive refurbishment of a property located on the outskirts of the Whitstable area at the price stated in the recommendations of the exempt report;
3. To note the additional costs of purchase, including agents' fees and stamp duty, together with final fit-out works, as stated in the exempt report;
4. That the Executive Scheme of Delegation for Officers set out in Appendix 2, Part 4 of the Constitution (and the directorate schemes of sub-delegation made there under) provides the governance pathway for the implementation of this decision by officers. In this instance, the Director of Property, Infrastructure & Support (on behalf of the Corporate Director of Strategic & Corporate Services) will take all such steps as are necessary to implement the decision:

Reason(s) for decision:

To deliver the final elements of the accommodation strategy for East Kent as set out in the New Ways of Working Programme

Cabinet Committee recommendations and other consultation:

The proposed decision will be considered by the Property Sub-Committee and any comments and recommendations will be included here after the meeting and considered by the Cabinet Member when taking the decision.

Any alternatives considered:

As set out in the report

Any interest declared when the decision was taken and any dispensation granted by the

Proper Officer:
To be added when the decision is made

.....
signed

.....
date

From: Gary Cooke, Cabinet Member for Corporate and Democratic Services
Donald Farquharson, Interim Director of Property & Infrastructure Support

To: Property Sub-committee - 10 December 2014/14/00156

Decision No.

Subject: Disposal of Land at Churchill CEP School, London Road, Westerham.

Classification: For Publication

Past Pathway of Paper: Published on Forward Plan – 19 May 2015

Future Pathway of Paper: Cabinet Member Decision

Electoral Division: Sevenoaks West

Summary: The report considers the proposed disposal of Land at Churchill CEP School, London Road, Westerham

Recommendation : The Property Sub-committee is asked to consider and either endorse or make recommendations on the Cabinet Member's proposed decision to sell the property and to delegate authority to the Interim Director of Property and Infrastructure Support to finalise the selected purchaser and terms of the proposed sale.

1. Introduction

1.1 The property comprises a site of approximately 1.44 ha (3.5 acres) situated within the northern edge of Westerham which was previously the former site for Churchill primary school.

1.2 The school relocated to nearby land in approximately 1999 following which the buildings were demolished leaving small areas of concrete hardstanding and some footings. The site has remained unutilised and has been surplus for some years. There is no requirement for school re-use of this land.

1.3 The site is approached along an avenue of mature horse chestnut trees from London Road providing an elegant entrance to the property which is then largely rectangular in shape. To the west of the site are some allotments owned by the Parish Council.

2. Planning

2.1 Although the site was considered suitable by KCC Social Services for development of a Care Home in 2005 this was not pursued due to an objection to the planning application at that time and subsequently such service provision at this location was abandoned.

2.2 The Sevenoaks adopted Core Strategy identifies the site as being suitable for development and the Allocations and Development Management Plan (ADMP) proposes the site for residential development. The ADMP has completed all stages in the allocation process other than the Inspector's post examination concerns which do not affect this site. The formal process is expected to be concluded early in 2015.

2.3 However KCC's Planning Consultants have advised that as the Inspector has no concerns about this site the property may be considered to be allocated for residential use at this stage.

2.4 An area within the adjoining allotments is also included within the ADMP for residential development and it is the intention of the Parish Council for this land to be developed at some stage in the future. As their land has insufficient access to support their development KCC will provide for future access to be connected through the Churchill site on terms to be agreed at that time.

3. Marketing and Disposal

3.1 The property was previously placed on the market in 2007/2008 for development as a Care Home or other uses but was ultimately withdrawn in view of the difficult economic conditions which then ensued.

3.2 In view of the ADMP allocation a full marketing campaign with detailed information packs was undertaken by appointed agents, Knight Frank, during October and November seeking either unconditional or conditional offers to be submitted by 21st November.

3.3 Considerable interest has been shown during the marketing and 14 offers were received. Further discussions are being held with some of the parties to enable detailed consideration of these offers. An update will be provided at the Property Sub-Committee meeting

4. Bold Steps for Kent and Policy Framework

4.1 This decision relates to the Bold Steps for Kent in securing a capital receipt to fund the Capital programme and to streamline the Council's property portfolio to achieve financial and efficiency benefits in line with appropriate property policy.

5. Consultations

5.1 Local Member consultations were undertaken prior to the marketing and no comments were received.

6. Recommendation

6.1 The Property Sub-committee is asked to consider and either endorse or make recommendations on the Cabinet Member's proposed decision to sell the property and to delegate authority to the Director of Property and Infrastructure Support to finalise the selected purchaser and terms of the proposed sale.

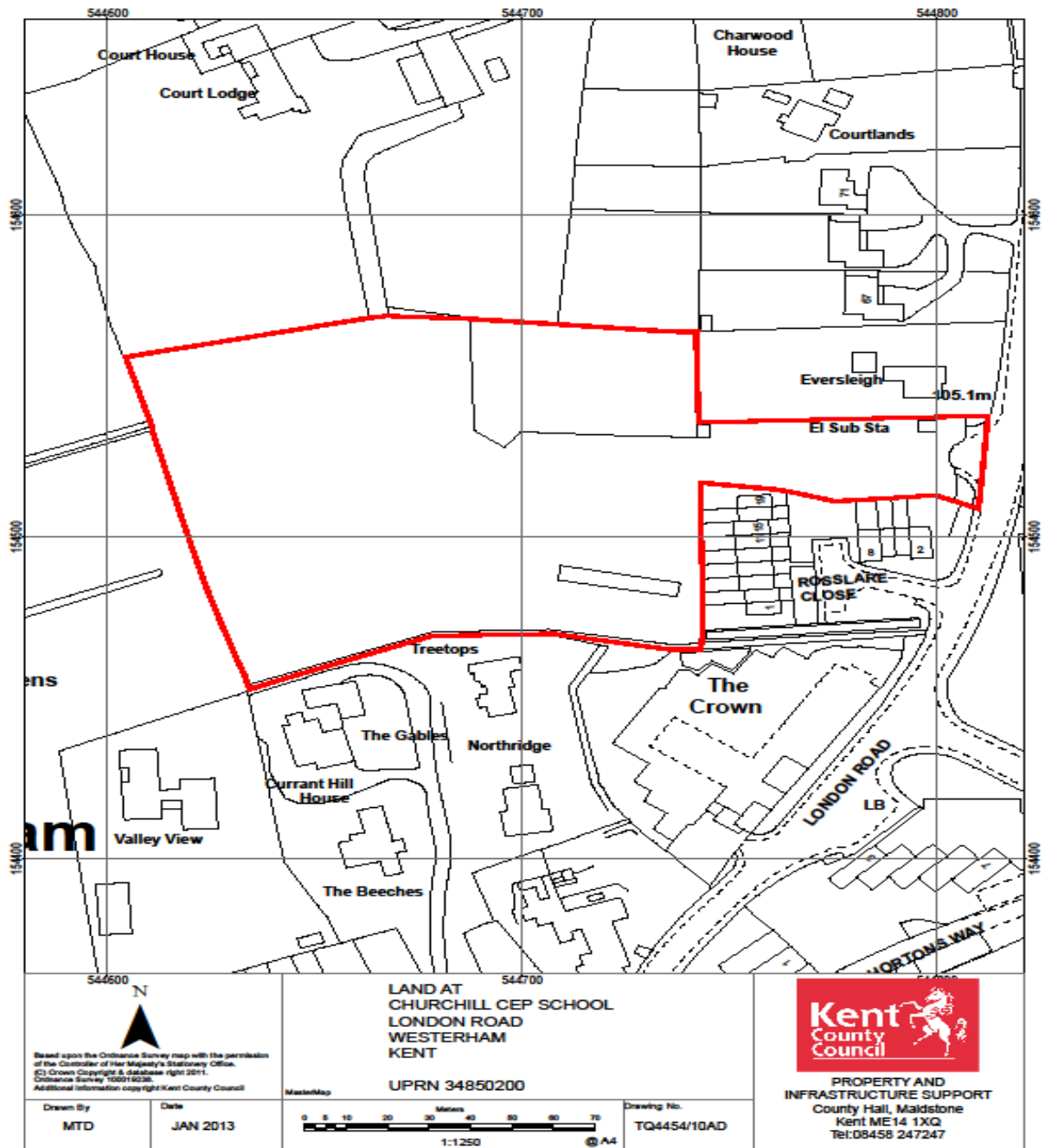
8. Background Documents

Site plan attached.

9. Contact details –

Donald Farquharson, Interim Director of Property and Infrastructure Support
07850 919093
Donald.farquharson@kent.gov.uk

Site Plan for Land at Churchill CEP School, Westerham



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Drawn By: MTD
 Date: JAN 2013

LAND AT
 CHURCHILL CEP SCHOOL
 LONDON ROAD
 WESTERHAM
 KENT

UPRN 34850200

MasfcoMap

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 Meters

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Drawing No. TQ4454/10AD

Kent
 County Council

PROPERTY AND
 INFRASTRUCTURE SUPPORT
 County Hall, Maidstone
 Kent ME14 1XQ
 Tel: 08458 247247

KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

DECISION TAKEN BY:

Gary Cooke, Cabinet Member for Corporate and Democratic Services

DECISION NO:

14/00156

For publication

Key decision

Decisions which should be regarded as Key decisions because they are likely to have a significant effect either in financial terms or on the Council's services to the community include:

(a) Decisions about expenditure or savings over £1,000,000 which are not provided for within the approved budget or Medium Term Financial Plan.

Subject:

Disposal of Land at Churchill CEP School, London Road, Westerham

Decision:

As Cabinet Member for Corporate and Democratic Services, I agree to the sale of Land at Churchill CEP School, London Road, Westerham on the terms set out in the Exempt Report and to give authority to the Interim Director of Property and Infrastructure Support to finalise the terms of the proposed sale.

Reason(s) for decision:

The disposal will secure a capital receipt to fund the Capital programme and streamline the property portfolio to achieve financial and efficiency benefits in line with appropriate property policy

Cabinet Committee recommendations and other consultation:

The comments of the Property Sub Committee will be added after the meeting on 10th December 2014.

Local Members were consulted in line with the Property Management Protocol. No comments were received

Any alternatives considered:

None

Any interest declared when the decision was taken and any dispensation granted by the Proper Officer:

None

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signed

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date

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of the Local Government Act 1972.

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Agenda Item C2

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