

## **11. MINOR PROPERTY DISPOSALS - REPORT OF THE MICRO SCRUTINY PANEL**

### **1. Purpose of the report**

This report sets out the findings of the Scrutiny Panel appointed by the Committee on 17<sup>th</sup> January 2020 to carry out a micro scrutiny of the process for disposing of minor properties.

#### **Key Issues**

- The Authority has previously agreed its approach to Member Scrutiny.
- As part of this approach any Member can, following consultation with the relevant Chair, make a suggestion for an area of activity to be the subject of a micro scrutiny.
- Following a request from a Member in January 2020 the Programmes and Resources Committee established a Micro Scrutiny Panel to look at the process used for the disposal of minor properties.
- Since January the Panel has met three times to consider the issues raised and look at how the process can be improved. A copy of the report setting out the findings and recommendations of the Panel are set out in Appendix 1.

### **2. Recommendations(s)**

- 1. To note the report of the Micro Scrutiny Panel and its recommendations relating to the process for dealing with the disposal of minor properties as set out in Appendix 1.**
- 2. To ask the Chief Executive in consultation with the Head of Law, Corporate Property Officer and Chair of the Authority to amend the Property Disposal documentation to reflect the recommendations of the Panel, in accordance with the delegation from Authority to make amendments to the Corporate Asset Management Plan and its appendices.**

**How does this contribute to our policies and legal obligations?**

### **3. The Corporate Strategy (2019-24)**

#### Our organisational performance

“The Peak District National Park Authority is an agile and efficient organisation”

“Our well - maintained assets support the delivery of our landscape, audience and community outcomes.”

KPI 26 – Develop a corporate Asset Management Plan – Director of Corporate Strategy and Development and Corporate Property Officer (CPO)

#### **Background Information**

4. On 17th January 2020 the Committee considered a request from a Member to carry out a review on the process used to progress the disposal of a number of minor properties owned by the Authority.
5. In considering the details on why this was believed to be a suitable topic for Member

Micro Scrutiny it was noted that Officers involved in the process had already carried out a review and made changes to the process. It was therefore agreed that the starting point of the review should be to look at the revised process to make sure it addressed the following issues identified by Members:

- How the process could be improved.
- The timescales for carrying out the disposal process and the resources allocated to it.
- Whether the process represented value for money.
- If best practice was followed.
- Possible improvements to consultation and community involvement.

6. The Committee appointed Cllr C Furness, Prof J Haddock-Fraser, Cllr A McCloy and Cllr B Woods as members of the Micro Scrutiny Panel and agreed that the review would be completed so that a final report could be considered at this meeting of the Committee.

### **Proposals**

7. In considering the request for scrutiny the Panel identified the following issues:
- The timescales for completing the process (November 2017 to June 2019).
  - Value for money considerations such as the use and availability of resources and the overall cost to the Authority.
  - Stakeholder engagement in the process in terms of communications with Parish Councils, Authority Members and special interest groups.
  - The process used in terms of the selecting of prospective purchasers and the methodology used to evaluate offers received.
8. On the 14 February 2020 the Authority approved the Corporate Property Asset Management Plan which included the Minor Property Disposal Tool Kit at Appendix 5. The Micro Scrutiny Panel therefore considered the revised Toolkit and tested it against the issues identified.
9. In approving the Asset Management Plan the Authority agreed to delegate the final wording of the Plan and the associated appendices to the Chief Executive following the conclusion of the Micro Scrutiny on minor properties and in consultation with the Corporate Property Officer, Head of Law and Chair of the Authority. Therefore, if the Committee accepts the recommendations of the Micro Scrutiny Panel, the Toolkit can be amended without taking it back to a meeting of the Authority.

### **Are there any corporate implications members should be concerned about?**

#### **Financial:**

10. There were no significant financial implications regarding setting up this Micro Scrutiny Panel and on this occasion additional resources were not required to support the scrutiny process or implement its proposed recommendations.

#### **Risk Management:**

11. None

#### **Sustainability:**

12. None

13. **Equality:**  
None

14. **Background papers (not previously published)**

None

15. **Appendices**

Appendix 1 - Disposal of Minor Properties – Report of the Micro Scrutiny Panel

**Report Author, Job Title and Publication Date**

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