

REPORT OF THE LEADER OF THE COUNTY COUNCIL

**OPERATIONAL DECISIONS ANNUAL REVIEW & QUARTERLY UPDATE
SEPTEMBER - NOVEMBER 2020**

Purpose of the Report

1. That Members confirm their continued support for the amendments to the authorising of operational decisions as originally approved by the Committee on 20 January 2014.
2. To update Members on the Operational Decisions taken September to November 2020.

Information

3. At the meeting of the Finance & Property Committee in January 2014 approval was given to amend the list of day to day operational decisions which can be taken by the Director, subject to the chair of Finance & Property Committee determining whether operational decisions should still be reported to Committee. It was also agreed that a report should be submitted to the Finance & Property Committee, now Policy Committee on a quarterly basis outlining all operational decisions made, supplemented annually by a review report on Estate Management operational decisions.
4. In accordance with the above decision this is the quarterly report covering September to November 2020 informing Policy Committee of Operational Decisions taken between those dates.
5. Committee approved amendments to the list of day to day operational decisions which can be taken by the Service Director, Investment & Growth in January 2014. Since September 2020 there have been some 19 such decisions.
6. Relevant Electoral Division Members have been invited to comment on appropriate Estate Practice decisions that are progressed via operational decisions (except where Committee have been specifically advised otherwise).
7. Care was taken with disposals and the granting of leases, licences and the like to ensure best consideration has been achieved by reference to and tested against market value(s) and rates. All charges and other fees levied were appropriate and commensurate with the transaction.
8. Details of the decisions taken are shown below:

| SP | Electoral Division(s) | TITLE | DESCRIPTION (extract from Operational decision) |
|-----------|------------------------------|---|--|
| 3723 | Farndon and Trent | 00052 Chapel Farmhouse Elston – 1 year Common Law | Following a successful Tender exercise the grant of a new 12 month Tenancy of the farmhouse. |

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| | | Tenancy | |
| 3724 | Sutton Central and East | Lease at Forest Glade, Sutton in Ashfield | Short term lease to support Childrens Services |
| 3726 | Warsop | Unit 5, Meden Court, Netherfield Lane, Meden Vale, Warsop –Accept lease surrender and grant new lease | Granting of a five year lease to Concept Performance Ltd who will use the premises as a workshop for vehicles. |
| 3728 | Calverton | Calverton Line - Access Licence | Grant access licence to Forestry England to enable them to access their forest holding either side of the line. |
| 3727 | Retford East | Kiosk, Retford Bus Station, Beardsalls Row, Retford | Following a marketing campaign in respect of the empty retail unit at Retford Bus Station several offers have been received and the County Council are to let the property on a new 10 year lease to a commercial operator. |
| 3735 | Collingham | Winthorpe Primary School - Conversion to Academy | Conversion to Academy status |
| 3736 | West Bridgford North | Abbey Road Primary School, Abbey Road, West Bridgford - Academy Conversion | Conversion to Academy status |
| 3749 | West Bridgford North | Main Car Park, County Hall, West Bridgford - Grant of Short-Term Lease | The grant of a short-term lease to The Secretary of State for Housing Communities and Local Government to provide a temporary Covid regional testing site. |
| 3743 | West Bridgford North | 02737 - West Bridgford Junior Annexe, Lease to WBOOSC Ltd | Grant a ground lease to West Bridgford Out of School Club (WBOOSC Ltd) for siting of Portacabin for Wraparound Childcare along with a licence for the school to use the portacabin for one afternoon per week. |
| 3734 | Southwell | Lowes Wong Infants School Academy Conversion | Conversion to Academy status |
| 3742 | The location is not within NCC boundaries | Severance of Title Glaisdale Parkway | Proposed severance of Lease to ensure no ongoing legal liabilities for the Council. |
| 3754 | | Disposal of land at Church Walk, Newark | Terms are agreed to dispose of land at Church Walk, Newark to Newark Town Council |
| 3763 | Sutton Central and East | Hillocks Primary School Academy Conversion | Conversion to Academy status |
| 3744 | Ashfields | Western Power wayleave - 33KV Division Land adj Frederick Street, Sutton in Ashfield, NG17 1HS | A Wayleave for a Western Power upgrade to existing equipment on land adjacent to Frederick Street, Sutton in Ashfield, NG17 1HS |

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| 3750 | Worksop East | Unit 6, Kilton Terrace, Worksop - new letting | The grant of a five year lease of the property. The rent is considered to be a market rent and the proposed tenant is a local company. |
| 3753 | Mansfield South | Disposal of land to the rear of 4 Blackthorn Drive | The Council was approached by the owner of 4 Blackthorn Drive regarding a small area of land totalling 13.5 square metres adjoining his property. The owner was interested in purchasing the land to square off his garden. The land required some maintenance and tidying up and terms for sale were agreed. |
| 3759 | Mansfield East | 03391 Forest Town Children's Centre - Rent amendment | To approve a rent reduction for one Year wef 1 st August 2020 and to be reviewed annually until expiry of the lease in 2023. |
| 3760 | Worksop West | Units 1 & 2, Woodland Court, Shireoaks Triangle - Lease renewal | Lease renewal at Unit 1&2 Woodland Court, Shireoaks Triangle. |
| 3769 | Mansfield South | 230 Nottingham Road, Mansfield | Licence to occupy 230 Nottingham Road, Mansfield to provide classroom facilities. |

Other Options Considered

9. Reduce the number of transactions that can be progressed by means of operational decisions, this would lead to a loss of the current advantages outlined within the report which could prove problematic from a governance perspective. Lack of clarity on operational decisions may create uncertainty on whether a legal contract can be concluded without a committee decision.
10. An alternative option is to provide officers with delegated powers on routine estate decisions. This would require a significant change in the Council's constitutional arrangements and brings few added benefits beyond a clear and functioning operational decision process.

Reason/s for Recommendation/s

11. The decision-making process requires a quarterly update and annual review to Policy Committee.

Statutory and Policy Implications

12. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That Members confirm their continued support for the authorising of operational decisions as originally approved by the Committee on 20 January 2014.

- 2) To update Members on the Operational Decisions taken September to November 2020.

Councillor Mrs Kay Cutts MBE

Leader of The Council

For any enquiries about this report please contact: Matthew Neal, Service Director, Investment and Growth, Tel: 0115 9773822 **Constitutional Comments (EP 07/12/2020)**

13. Policy Committee is the appropriate body to consider the content of this report.

Financial Comments (RWK 07/12/2020)

There are no specific financial implications arising directly from the report

Background Papers and Published Documents

- None.

Electoral Division(s) and Member(s) Affected

- All

File ref.: /SB/SB/09998

SP: 3771

Properties affected: 09998 - Various NCC Properties/non-property item