

OFFICER DECISION RECORD 1 FORM

This form should be used to record Officer Decisions in Excess of £100k (but below the key decision threshold), or where required by Financial, Contract or other Procedure Rules or following formal delegation from Cabinet or a Cabinet Member or a Council Committee.

Decision Reference No: PLACE23 0849

BOX 1**DIRECTORATE:** SLHD**DATE:** 19/07/2023

Property Services SLHD

Contact Name: Mark Orford**Tel. No:** 01302 736922

Subject Matter: Request to purchase 29 Millfield Road, Thorne, Doncaster, DN8 4DF – 3 Bedroom Semi Detached property for purchase via the Acquisitions Scheme.

BOX 2**DECISION TAKEN**

To support the proposal for the purchase, repair of 29 Millfield Road, Thorne, Doncaster, DN8 4DF.

The purchase price is £90,000 and provisional inspections have estimated the further Housing Revenue Account investment costs to be £25,000 to ensure the property is fully modernised, and up to standard.

BOX 3**REASON FOR THE DECISION**

In recent years the Council and St Leger Homes of Doncaster (SLHD) have been jointly involved with the delivery of a property acquisition programme. St Leger Homes currently administer the programme on behalf of the Council in which property purchases and conveyance is undertaken by the Council, the properties are brought into housing stock and are Council owned, St Leger Homes then facilitate necessary repairs to appropriate standards and subsequently let and manage the property.

The purchase has been considered in line with the need to address the high demand for affordable rental properties including 2 & 3 bedroomed general let homes in many areas across Doncaster.

Choice Based Lettings bidding data for this financial year has been a consideration for this purchase, this indicates an average of 180 bids for 3 bedroomed properties in Thorne suggesting a strong demand in the area.

The property is within an area and proximity to a number of existing council dwellings on the same street and is envisaged will be utilised as a general need property.

The four-year capital budget (2023/24-2026/27) was approved on 27th February 2023 and included provision for acquisitions and buy backs of former Council homes, to ensure as far as possible that all housing needs are met.

BOX 4

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

Option 1 – Approve the property purchase – (recommended option)

This option will support the acquisition programme by utilising available funds to maximise the opportunity to provide additional housing provision across the borough. Whilst consideration is given to the Housing Needs Survey, property bidding data in this instance has indicated a high demand for 3 bedroomed properties in the area.

Option 2 - Do Nothing

This option would lose the opportunity to deploy approved funding to help ease the demand for properties on the housing waiting list.

BOX 5

LEGAL IMPLICATIONS

S.120 of the Local Government Act 1972 the Council has statutory power to acquire any land inside or outside its administrative area for the purposes of its functions or for the benefit, improvement, or development of the area.

S. 9(1)(b) Housing Act 1985 the Council has a specific power to acquire houses for the provision of housing accommodation. The Council is also under a duty to ensure that after the property is secured, it is utilized as housing accommodation as soon as practicable following completion of the acquisition and any necessary works. Any required improvement works will be carried out by SLHD.

Legal will advise on and complete all necessary legal documentation to give effect to the acquisition(s), including review of the title and documentation.

Name: Nicky Dobson Signature: Legal Services Date: 19/07/2023
Signature of Assistant Director of Legal and Democratic Services (or representative)

BOX 6

FINANCIAL IMPLICATIONS:

The purchase cost of the property at 29 Millfield Road, Thorne is £90k. In addition, there will be legal costs (Including searches etc) which are estimated to be no more than £1k.

The approved four year capital budget 2023/24-2026/27 was approved by Council on 27th February, 2023 and included funding earmarked for acquisitions totalling £32.9m across the 4 year period.

In addition, the Council was informed in February of a successful grant bid from The Department for Levelling Up, Housing and Communities (DLUHC), Local Authority Housing Fund Allocation.

The grant award of £0.88m when matched with £0.81m S106 funding will total £1.69m additional funding.

All the costs associated with this purchase (Inc improvements) will be met from the funding detailed above.

Any purchase must be done in accordance with Financial procedure rule C20:-

In respect of the acquisition of land and property: where budget provision for an acquisition exists within the total Council budget, the Property Officer may approve a purchase of land or property.

Upon completion, the property will become part of the existing stock and the management and maintenance expenditure will be met within St Leger Homes existing budgets.

Name: D Henderson

Signature: 

Date: 03/08/2023

Signature of Chief Financial Officer and Assistant Director of Finance (or representative)

ANY IMPLICATIONS SENT TO DEPARTMENTS SHOULD GENERALLY BE SUBMITTED AT LEAST 5 WORKING DAYS IN ADVANCE TO ENSURE THESE CAN BE GIVEN THE RELEVANT CONSIDERATION.

BOX 7

EQUALITY IMPLICATIONS: (To be completed by the author).

There are no anticipated equality implications associated with the purchase. Any allocation of such a property will be carried out in line with all existing allocation policies and solely on need.

BOX 8

RISK IMPLICATIONS: (To be completed by the author)

There are no anticipated risk implications associated with the purchase. Negotiations, legal and conveyancing are conducted by Councils in-house legal and RICS registered valuation officer as part of the process. Surveys and relevant structural/condition reports are provided prior to completion by suitably qualified external companies which gives the opportunity to highlight any concerns prior to purchase and ensure value for money is achieved in paying market value and highlight any issues.

The property is not in a chain, therefore there are no issues or delays anticipated.

BOX 9

CONSULTATION

Guidance has been given by colleagues within Strategic Housing that the Housing Needs Survey will act as a key driver in this process and form the basis for property acquisitions within the scheme. However, if properties are also being considered on the basis of property bidding data this will be evidenced to support this approach.

The Council's Asset Valuers have undertaken a market valuation on the properties based on current conditions and comparable evidence and conducted the sale process in a full and transparent manner with the agent.

**BOX 10
INFORMATION NOT FOR PUBLICATION**

There is no information that cannot be published within this report. It is in the public's interest to be aware of this decision record under the Freedom of Information Act 2000, therefore this decision will be published in full, redacting only signatures.

Name: Janet Walters Signature:  **Date: 20/7/2023**
Signature of FOI Lead Officer for service area where ODR originates

**BOX 11
BACKGROUND PAPERS**

Please confirm if any Background Papers are included with this ODR **YES/NO**

(If YES please list and submit these with this form)

**BOX 12
AUTHORISATION**

Name: Karen Ratcliffe Signature: K Ratcliffe (by email) Date: 21.8.23

Assistant Director of Strategic Housing & Sustainability

Does this decision require authorisation by the Chief Financial Officer or other Officer

YES

If yes please authorise below: [Property Officer – Scott Cardwell signed previously]

Name: Scott Cardwell Signature:  **Date: 31.08.23**

Assistant Director of Economy & Development

Consultation with Relevant Member(s)

Name: _____ **Signature:** _____ **Date:** _____

Designation _____

(e.g. Mayor, Cabinet Member or Committee Chair/Vice-Chair)

Declaration of Interest YES/NO

If YES please give details below:

PLEASE NOTE THIS FORM WILL BE PUBLISHED ON THE COUNCIL'S WEBSITE IN FULL UNLESS IT CONTAINS EXEMPT OR CONFIDENTIAL INFORMATION.

Once completed a PDF copy of this form and any relevant background papers should be forwarded to Governance Services at Democratic.Services@doncaster.gov.uk who will arrange publication.

It is the responsibility of the decision taker to clearly identify any information that is confidential or exempt and should be redacted before publication.