

**REPORT TO:** **CABINET**

**DATE:** **11 DECEMBER 2014**

**TITLE:** **GARAGE/HARDSTAND STRATEGY AND IMPROVEMENT PLAN**

**PORTFOLIO HOLDER:** **COUNCILLOR ROD TRUAN**

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**This is a Key Decision**

**It is on the Forward Plan as Decision number I003263**

**Call-in Procedures may apply**

**This decision will affect no ward specifically.**

**RECOMMENDED that:**

- A** Cabinet note the increase in investment in Council owned garage stock and approve the revised Garage Strategy and Improvement Plan outlined in Appendix 1.
- B** Garages let to non-Council housing tenants are transferred (appropriated) to the General Fund with effect from 1 April 2015 as outlined in paragraph 30 of the report.

**REASON FOR DECISION**

- A** The Council needs to develop and build on its current garage strategy and provide certainty over the future delivery of its asset management plans, and work packages.

**BACKGROUND**

- 1 The Council has a large stock of garages and hardstands compared to most other Local Authorities in the area. These total some 7,983 garages and approximately 1,092 hardstandings. Current evidence suggests that the town has an overall surplus of current stock when compared to present demands in individual Wards.
- 2 A Garage Strategy and Improvement Plan introduced in 2008 provided a framework to prioritise actions, and target resources in developing a longer term plan for the management of the Council's garages and hardstands. The

main principles underpinning this strategy were:

- (a) To improve car parking across the town.
- (b) To continue to dispose of garage sites where there is low demand or where investment requirements mean that retention is not financially viable.
- (c) To use the proceeds of sales to fund a major programme of investment to improve the quality of garage sites for which there is a continuing or potential demand.
- (d) To identify garage sites where alternative uses can facilitate the Council's broader regeneration of resident led initiatives.
- (e) Reducing on-road parking by creating additional off-road spaces where possible.
- (f) Make effective use of our housing land, and wider links to regeneration initiatives.

- 3 Since the establishment of the Garage and Hardstand Strategy, action has concentrated on targeted locations throughout the town in order to improve, and refurbish those garages in the poorest condition where there is identified demand. Focusing on demolition and rebuilding to improve the size, whilst working towards reducing off-street parking and congestion on roads. Those with development potential were explored further ensuring that money and time is not spent improving a site which is in poor condition and has no demand.
- 4 The high ratio of vacant hardstands has offered the opportunity to increase the number of free off-road parking. Following consultation, and review of levels of demand within each estate, two estates were identified as pilots in Stile Croft and Church End. It is recognised that the provision of additional off-road parking facilities help to reduce the congestion on roads. A review of hardstandings is due to take place in respect of the charging mechanisms, future revenue and capital expenditure and whether they are still "fit for purpose".
- 5 There are currently ten sites where the disposal process has already been approved. Of these ten garage sites, seven have already been demolished and cleared and are ready for disposal and three sites have been identified for the new Council housing building scheme due to commence early next year.
- 6 As part of the Housing Capital Programme (HCP), the Cabinet have allocated resources annually to garage work packages focussing on repair and improvement. In 2014/15, the programme has successfully replaced 68 garage doors and 125 new roofs, along with complete refurbishments of garage blocks and an annual painting programme. Further analysis has continued to identify further sites for potential disposal.
- 7 A stock condition survey and investment appraisal was undertaken in May 2014 in order to:

- (a) Provide a robust framework to make decisions about any future major repair of garages based on future demand and return on investment.
- (b) Analyse long term demand for the garages and how their use fits within the Council's overall parking strategy for the area.
- (c) Ensure development potential is identified for regeneration initiatives and affordable housing development in the area.
- (d) Update valuations to the Council's asset is recorded in the Council's Asset Register.

## **WHAT ARE THE CURRENT ISSUES?**

- 8 The Portfolio contains 845 garage sites across 161 estates. Currently 5,784 garages are occupied and 1,562 are currently empty available for letting. Significantly, there is a waiting list of approximately 590 applications for garages. There are currently ten sites where the disposal process has already been approved. Of these ten, three have been earmarked for the Council's Pathfinder Project for new Council housing building. There are a further 99 sites where garage blocks have been fully or partially demolished, which require a more intensive review and consultation before a decision is sort to dispose.
- 9 Twenty-five per cent of the garages in the portfolio are currently non income generating as they are either empty or hard to let. Many of these blocks have been identified as unlettable in their current condition. Of the 590 waiting list applications across the various estates, approximately 65% are waiting for specific garage blocks and there are several areas of voids, with no waiting list.
- 10 A high number of the Council garage sites do not meet current residents' expectations, and are not in demand. Future decisions will need to be made in terms of long-term viability of some sites and the need to relocate or use the land for other purposes. However, parking issues remain a cause for concern to residents in many housing estates. Evidence suggests that demolishing hard to let garage blocks and creating open parking facilities has improved the parking issues within some estates, and raised satisfaction levels. Areas already demolished for open parking are Longbanks, Spring Hills and Wharley Hook. Further areas that are currently being considered for similar schemes are Altham Grove, Rivermill and Vicarage Wood.
- 11 It is also recognised that some garage sites occupy prime land which could be redeveloped for housing and provide opportunities for the Council to release capital receipts.
- 12 As part of the development of the Housing Revenue Account (HRA) Business Plan short term priorities, and the development of corporate asset management plans an appraisal exercise was undertaken, building on the stock condition recent survey results, in order to develop a longer term plan for the garage and hardstand portfolio and HRA and General Fund (GF) asset registers.

- 13 As part of this work, analysis was undertaken on transferring all or part of the garage housing stock to the General Fund, since many occupants of garages are now non-Council housing tenants.

## **TAKING GARAGE AND HARDSTANDING FORWARD**

### *Stock Condition Survey Requirements*

- 14 Currently the Council has an annual provision of c.£289,000 for capital works to the garages and £150,000 for revenue repairs. Over 30 years this represents a little over £1,500 per garage. The updated stock condition survey results indicate a need to increase this provision to £20.6m over 30 years, representing a little over £2,500 per garage. A summary of total 30 year costs for the whole portfolio is outlined in Appendix 2.
- 15 The recommended investment requirement is heavily front-loaded with annual costs in the first 15 years considerably in excess of current provision. It should be noted that £1.3m of the total 30 year investment need is associated with sites where the Council has already made a decision to demolish and redevelop the block and therefore this expenditure would not be incurred. A comparison of investment need from the survey, compared with current provision is also outlined in Appendix 2.

### **Investment Appraisal**

- 16 An investment appraisal was completed and considered the following factors:
  - (a) Total expenditure requirement on major works and day to day repairs
  - (b) Management costs.
  - (c) Income from garages and associated hardstandings.
  - (d) Current void levels.
  - (e) Future waiting list.
  - (f) Site size and access arrangements.
  - (g) Whether the garage block is hard to let, and whether it is lettable in current condition.
17. An estimate of the net income associated with each garage block over a 30 year timeframe was analysed in order to identify the current and future investment needs. This has placed indicative values against each garage block forecasting the investment required for each, and the likely income stream over 30 years based on the current take-up programme.
18. From the forecasted income and expenditure, Officers have calculated the worth of the cash-flows over time in order to provide a coherent strategy across an estate.
19. There are a range of blocks which are currently not fully let and for which there is no current waiting list. Investment appraisal has considered the extent to which a programme of investment can impact on demand and therefore increase rental income, or whether alternative options need to be

considered for areas of low demand and poor condition.

20. Officers recommend retention and investment in garage blocks where there was a forecasted positive Net Present Value (NPV), over 75% of garages currently let and, an active waiting list for garages on the estate. These are classified as “retain and invest”.
21. The application of these criteria results in Officers recommending for 6,498 garages to be retained across 627 blocks, with investment to provide a 30 year life and improve future demand. In addition 33 other blocks are recommended for retention at this stage, but for investment to be held as part of a wider estate review These are outlined in Appendix 3
23. 16 of the sites where garages have already been demolished are recommended for retention as open parking, due to limited development potential on these sites. These are outlined in Appendix 4
24. Poorly performing garages were also identified using the following criteria:
  - (a) Block is less than 25% let.
  - (b) Negative NPV.
  - (c) Above average investment requirement.
25. Options were explored for poorly performing garages including
  - (a) Exploring development potential (including in some cases sites under existing blocks).
  - (b) Full or partial demolition and retaining all/part of the site as open parking.
  - (c) Seal block (e.g. under flats) to reduce future costs where limited development potential exists.
  - (d) One site has already been recommended for disposal.
26. This resulted in the identification of 33 empty sites, and 58 blocks, comprising of 880 garages, where there may be merit in further exploring development potential. The combined NPV of these blocks is negative at minus £255,000.
27. This “rebalancing” of the portfolio would lead to a reduction in the number of garages overall, to match demand, but an increase in the proportion let, with a corresponding increase in rental income receivable. These are outlined in Appendix 5. A summary of the results of the investment appraisal is set out at appendix 1

#### *Private Rented Garages*

- 28 Of the total portfolio, 3,581 garages are currently let to non-Council housing tenants.
- 29 Other Councils have and/or looking at a transfers between the HRA and the General Fund. Housing land can be “appropriated” if no longer required for

the purpose of housing in accordance with s122 LGA 1972, HA1985 s19 (2) land not used for housing or part thereof can be appropriated for any purpose.

- 30 The Council in its capacity as local housing authority has determined that the garages to be appropriated are not part of a house and not let in connection with housing stock but are required for the more general purpose of letting to non-Council housing tenants. The Council are satisfied that the garages are better suited for general purpose of being let to members of the public who are not the Council's own Housing Act Part II residential tenants. Therefore, the appropriation may be made pursuant to section 122 of the Local Government Act 1972. It is proposed to transfer private rented garages from the HRA to the General Fund (GF) on an ongoing basis as the use of garages is no longer entirely a Council landlord (HRA) function. Thereafter, expenditure and income relating to those garages transferred will be accounted for in the General Fund.
- 31 Secretary of State's consent is not required for the appropriation of garages and garage land from the Housing Revenue Account to the General Fund, (unless any such land is part of a house (within the meaning of the Housing Act 1985) or if the garage land is remotely located from a house but let in connection with it).
- 32 Garages are net income generating so any transfer would redress the need to balance Council Asset Registers and accounting practices.

#### *Impact on HRA/General Fund*

- 33 The transfer of 3,581 garages let to non-Council housing tenants would assist in the balancing of the General Fund which faces ongoing reductions in grant, in contrast to the Council's Housing Revenue Account which has a positive ongoing income stream forecasted from housing rents.
- 34 The attached report sets out at Appendix 6 the financial considerations and impact of transfer. It is anticipated that a saving of £593,000 can be achieved to the General Fund in 2015/16. Subject to Cabinet approval these forecasts will be finalised and included in the General Fund Medium Term Financial Strategy and the HRA Business Plan 2014-2044.
35. Having a long term plan with clarity over retention, disposal and management priorities will provide accurate investment and programme planning. It is proposed for the garage and hardstand portfolio and improvement plan remain to be managed by Housing Services.
- 36 The updated Garage and Hardstand Strategy and improvement plan is attached in Appendix 1.

#### **TENANT AND LEASEHOLDER ENGAGEMENT**

- 37 The Tenant and Leaseholder involvement for the revised Garage and Hardstand Strategy will form part of the update to the Housing Revenue Account (HRA) Business Plan. Detailed proposals have been discussed and considered by the Garage Steering Group, the Tenancy Standard panel and the Standards Board during October 2014.
- 38 Members of the Garage Steering Group continue to work with Officers to monitor performance, review statistics, appraise current working practices and procedures to help achieve the objectives set within the improvement action plan.
- 39 The Group has/will continue to make recommendations on initiatives that will assist in the improvement of performance, value for money and allocation and management of the Garages and Hardstands. The Group continues to review the revenue and capital expenditure, potential development opportunities of garage sites, along with assisting in the decision making process in relation to the sale of individual garages.

## **NEXT STEPS**

- 40 The next steps will be to:
  - (a) Carry out detailed development appraisals on sites with potential for redevelopment
  - (b) Continue to develop options for increasing income
  - (c) Revise HRA Business plan to include amended revenue estimates for 2015/16
- 41 Performance monitoring of the Improvement plan will be managed through regular meetings of the Garage Steering Group, Tenancy Standard Panel and the Housing Standards Board with decisions taken at Cabinet on future disposal proposals and investment opportunities.

## **IMPLICATIONS**

### **Regeneration (includes Sustainability)**

Contained within the report.

Author: **Graeme Bloomer, Head of Regeneration**

### **Finance (Includes ICT)**

Contained within the report.

Author: **Simon Freeman, Head of Finance**

### **Housing**

Having a long term plan with clarity over retention, disposal, and management priorities will assist with the targeting of resources and provide accurate investment and programme planning improving parking in the Town.

Author: **Andrew Murray, Head of Housing**

### **Community Wellbeing (includes Equalities and Social Inclusion)**

A strategic approach to minimise underused and redundant garages, support good repair or retained garages, maximise off-street parking, and provide opportunities for development where appropriate, will reduce opportunities for blight, crime and antisocial behaviour; will reduce pressure on parking and parking obstructions which may assist those with mobility difficulties; and may provide for much needed housing, all of which will benefit social cohesion.

Author: **Michael Pitt Environment, Licensing Manager on behalf of Graham Branchett, Chief Operating Officer**

### **Governance (includes HR)**

The Secretary of State's consent is not required for the appropriation of garages and garage land from the Housing Revenue Account to the General Fund (unless any such land is part of a house (within the meaning of the Housing Act 1985) or if the garage land is remotely located from a house but let in connection with it).

Therefore, on the above-mentioned basis, the appropriation may be made pursuant to section 122 of the Local Government Act 1972 if the garage land can be shown to be no longer required for the purpose for which it is held immediately before the appropriation. In this regard, 'no longer required' means that the land is, on a broad view of local need, no longer required in the public interest of the locality for that purpose.

Author: **Brian Keane, Interim Head of Governance**

### **Background Papers**

None

### **Glossary of terms/abbreviations used**

HCP – Housing Capital Programme

HRA – Housing Revenue Account

NPV – Net Present Value

**APPENDIX 1**

**Harlow Council**

**Housing Service**

**Garage and Hardstand Strategy 2014/15**



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## **Introduction**

1. The Council's Corporate Plan sets out the vision, objectives and priorities for Harlow Council. The Plan identifies the priorities to the realisation of the Council's vision and objectives. The Council has three main roles to play:
  - **Community leader;** representing the interests of Harlow and its community, working with the community to agree and achieve shared objectives and ambitions and to ensure that Harlow keeps evolving.
    - **Service provider,** meeting the statutory duties placed upon it by Parliament to protect people, to exercise regulatory functions and to provide discretionary services where it is best placed to do so.
    - **Commissioner** of services where such services can best be provided by others.
2. The Council is by far one of the largest single owners of garages and manages 9110 garages, carports and hardstandings as of the 1<sup>st</sup> April 2014. The assumed value of the Council's overall housing garage assets as at 31<sup>st</sup> March 2014 is £48.3m, with each garage having an average value of £3,667 and an expected life of only 5 years.

The Garage Strategy and Improvement Plan outlines a range of aspects including future programmes of repair, different management/appropriation options, performance management, rent policy and a disposals/redevelopment strategy to enable the Council to make better use of the land, demonstrating value for money.

## **Strategic Aims**

3. The aims of the garage strategy are:
  - To improve car parking across the Town.
  - To continue to dispose of garage sites where there is low demand or where investment requirements mean that retention is not financially viable.
  - To use the proceeds of sales to fund a capital programme of investment to improve the quality of garage sites for which there is a continuing or potential demand.
  - To identify garage sites where alternative uses can facilitate the Council's broader regeneration of resident led initiatives.

## **Key Objectives**

4. The main objectives of the proposed strategy are:

- Ensuring development potential is identified and explored to the benefit of the Harlow residents, to support the programme of new Council house building and other affordable housing development in the area, ensuring sustainability of neighbourhoods.
- To understand the long term demand for the garages and hardstandings and how their use fits within the Council's overall parking strategy for the area.
- To provide a robust framework to make decisions about any future major repairs of garages based on future demand and return on investment.
- To involve customers in delivering the strategy.

## **Context**

5. Harlow, being a former New Town, has a high number of garage sites, many of which are landlocked on housing estates. The garages total 7983 plus an additional 72 that are "tied" to individual tenancies. Some garages have been sold under the Right to Buy provisions if the garage was an integral part of the dwelling tenancy at the time of sale. This has meant that tenure, in common with residential accommodation, is fragmented, and this mixed ownership can cause managerial problems in terms of determining solutions in the longer term. At present approximately 73.36% of the stock are rented, 0.91% are linked, 5.91% are classified as unlettable and 19.82% are void. Whilst officers are continually trying to increase the overall take up, many of the remainder represent excess capacity primarily due to their particular location whereas there are waiting lists in other areas of the Town.
6. Since the establishment of the Garage and Hardstand Strategy, considerable action and solutions have been taken and considered in relation to identifying issues of low demand, anti-social behaviour (ASB), disrepair, details of sites with development potential, future projections of stock conditions to bring the garages up to modern standards and to maintain them in the future, HRA budgets for day to day repairs, details of garages in existing blocks that have been sold or that remain tied to the residential tenancy and previous decisions taken to dispose or redevelop sites. 25% of the portfolio is currently non income generating (23% void, 2% sold). The portfolio generates an income of c£2.5m p.a. at current levels with currently around £0.5m annual expenditure on management and maintenance.

The revised strategy attempts to outline a way forward in terms of developing a detailed understanding of the cash flows of the garages and evaluating their performance in existing use from a financial perspective. This will give the Council information that can be used to strengthen cash flows where possible, and identify sites for alternative use where cash flows are insufficient to maintain long term financial viability. This approach to the active asset management of the garage portfolio should help strengthen the garage business plan and identify uneconomic blocks which may provide opportunities for the development of new housing.

7. In addition to garages, the Council also owns approximately 1092 reservable car hardstands and a small number of carports. Whilst approximately 54.46% of these are currently rented, many of the remainder continually have the lockable posts broken down, and are therefore used without permission. When paying residents see the abuse of other hardstands, they are unhappy to continue to pay, and subsequently they return the keys to their hardstand and continue in all probability to occupy the same space. Problems with broken posts, lost or unreturned keys all add to the difficulties of managing the whole process. A further review is required on hardstandings in respect of the charging mechanisms, future revenue and capital expenditure and whether they are still "fit for purpose" and financial viable.
8. Some sites occupy prime land that could be redeveloped for housing purposes, and in view of the demand for housing in the town, these sites offer opportunities for the Council to maximise opportunities to provide development sites, and release some capital. The provision of affordable housing is identified as a key priority in Regional, Sub regional and local housing strategies and the issues of funding and delivery are being faced by many other councils and Registered Social Landlords (RSL's).
9. Previously targeted marketing campaigns have improved the situation, but it is important that only available garages and ones suitable for letting are advertised however blanket marketing campaigns are no longer felt appropriate. There is also some anecdotal evidence to suggest that the garages often let as part of wider marketing campaigns go to applicants who do not have the resources to pay the rent long term and the garages are often repossessed at a later stage, with a further debt owing to the Council. There may have also been additional repair costs associated with repairing the garage so that it was suitable for offering.
10. Some popular garage sites may attract multiple applications from families, and indeed, some families do rent a number of garages, which means that other local families are unable to rent one, which adds to local residents' frustration.

11. In specific areas, some garages have been physically blocked off, as a result of high incidence of anti-social behaviour. Unfortunately, as some of these garages are an integral part of the residential accommodation, no remedial work is possible in isolation to remedial work on the residential stock. Whilst attempts are being made to consider alternatives such as in Moorfield and Bishopsfield, a wider strategy dealing with major works and regeneration is required, with the Council currently embarking on its regeneration strategy for the Town as a whole.
12. The number of individual garages considered unlettable and therefore considered “unfit” for purpose has been reduced to 466 as a result of demolition and refurbishment works carried out over the past two years.

## **Garage Resources**

13. This work brought a renewed question about the feasibility of transferring all or part of the garage stock to the General Fund since many occupants of garages are now non-Council housing tenants. Garages are net income generating so transfer would assist in the balancing of a General Fund which faces ongoing reductions in grant, in stark contrast to the Council’s Housing Revenue Account which has a sustainable income stream from dwelling rents. Also, other Councils have looked at the transfer of garages for similar reasons.

Transfer of garages, either in whole or part, is permissible by reference to:

- Local Government Act 1972 section 122: this gives general power of appropriation;
- Housing Act 1985, section 19(2): which states that land other than that which consists of a house or part of a house may be appropriated for any purpose; and,
- Housing Act 1985 section 12: which states that land no longer used for purpose originally intended once requiring Secretary of State consent to transfer.

Having regard to the legislative framework and a clear recognition that not all garages are occupied by non-Council housing tenants, it is proposed to transfer (or appropriate) the costs and income arising from garages let to non-Council housing tenants to the General Fund.

Fuller details of the proposal are given in Appendix 6 to this report which anticipates the net benefit to the General Fund as £593,000 in 2015/16.

14. The number of staff currently involved in garage management is equivalent to 3 FTE's plus 1 Garage Project Officer. Each Officer is line managed by

one of two Area Team Leaders. Garage Officers continue to undertake the following:

- Registering waiting list applications
  - Matching applicants with vacancies.
  - Inspecting void garages and ordering any necessary repairs.
  - Terminating tenancies, and ordering lock changes.
  - Enforcement of garage tenancy conditions.
  - Undertaking tenant consultation in terms of wider refurbishment/redevelopment proposals.
15. Day to day response and void repairs expenditure for 2013/14 totalled £150,000.
16. Capital funding for garage projects will include selective demolition, rebuilding and refurbishment. In 2013/14 this totals £289,000.

## **Stock condition**

17. A 20% sample stock condition survey (SCS) has been undertaken to provide robust information on future repairing liabilities and the characteristics of each garage block, in order to inform an appraisal and resource planning.

Information from the 20% survey has been extrapolated across the whole stock to provide an estimate of average costs based on the different garage archetypes. While this provides a reasonable level of statistical accuracy to support strategic planning, there may be a need for more specific analysis of sites where extrapolated costs have been used before final decisions are made on future options for the individual block.

18. Currently the Council has an annual provision of c.£289,000 for capital works to the garages and £150,000 for revenue repairs. Over 30 years this represents a little over £1,500 per garage. The survey results indicate a need to increase this provision to £20.6m over 30 years, representing a little over £2,500 per garage.
19. A summary of total 30 years costs for the whole portfolio is set out below.

Description	1-5	6-10	11-15	16-20	21-25	26-30	Total
Walls structure garage	£215,564	£132,594	£123,209	£402,739	£31,674	£0	£905,780
Walls finish garage	£61,473	£941,196	£384,311	£42,611	£0	£39,356	£1,468,947
Roof garage	£1,666,819	£683,227	£9,379	£66,179	£1,841,418	£113,295	£4,380,317
Fascia/soffit/barge garage	£121,099	£54,105	£17,139	£2,492	£20,311	£8,876	£224,022
Rainwater goods garage	£233,399	£72,264	£57,568	£10,511	£185,355	£73,618	£632,715
Doors garage	£639,038	£1,562,618	£843,171	£62,027	£178,510	£43,811	£3,329,175
Windows	£0	£0	£0	£0	£0	£0	£0
Hardstanding garage	£1,801,056	£3,434,207	£1,831,969	£742,349	£0	£1,883,031	£9,692,612
Car ports	£0	£0	£0	£0	£0	£0	£0
<b>Grand Total</b>	<b>£4,738,448</b>	<b>£6,880,211</b>	<b>£3,266,746</b>	<b>£1,328,908</b>	<b>£2,257,268</b>	<b>£2,161,987</b>	<b>£20,633,568</b>
<b>Total Per Annum</b>	<b>£947,690</b>	<b>£1,376,042</b>	<b>£653,349</b>	<b>£265,782</b>	<b>£451,454</b>	<b>£432,397</b>	<b>£687,786</b>

Table 1: Stock condition survey results May 2014

20. This illustrates that the investment requirement is heavily front loaded with annual costs in the first 15 years considerably in excess of current provision.
21. It should be noted that £1.3m of the total 30 year investment need is associated with sites where the Council has already made a decision to demolish and redevelop the block and therefore this expenditure would not be incurred.
22. A comparison of investment need from the survey, compared with current provision is illustrated below.

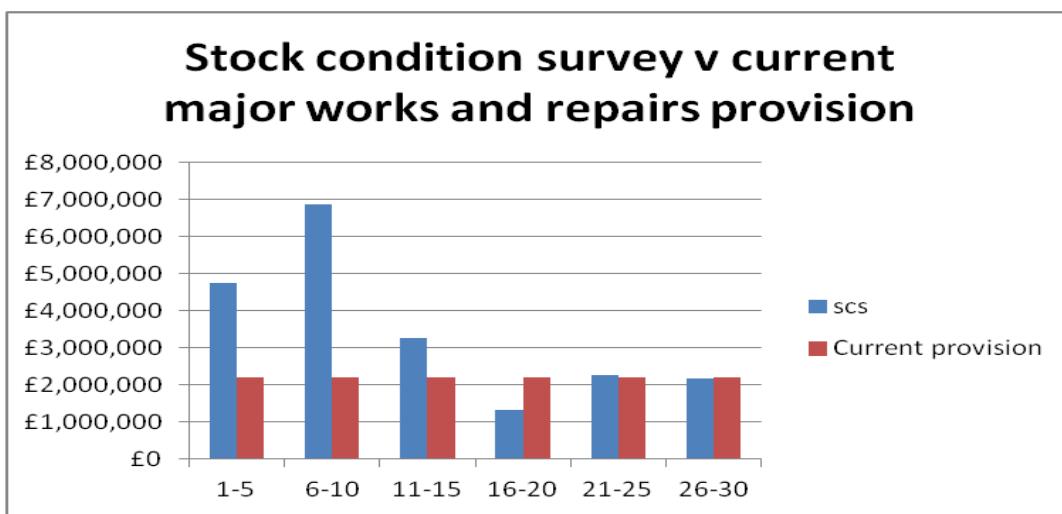
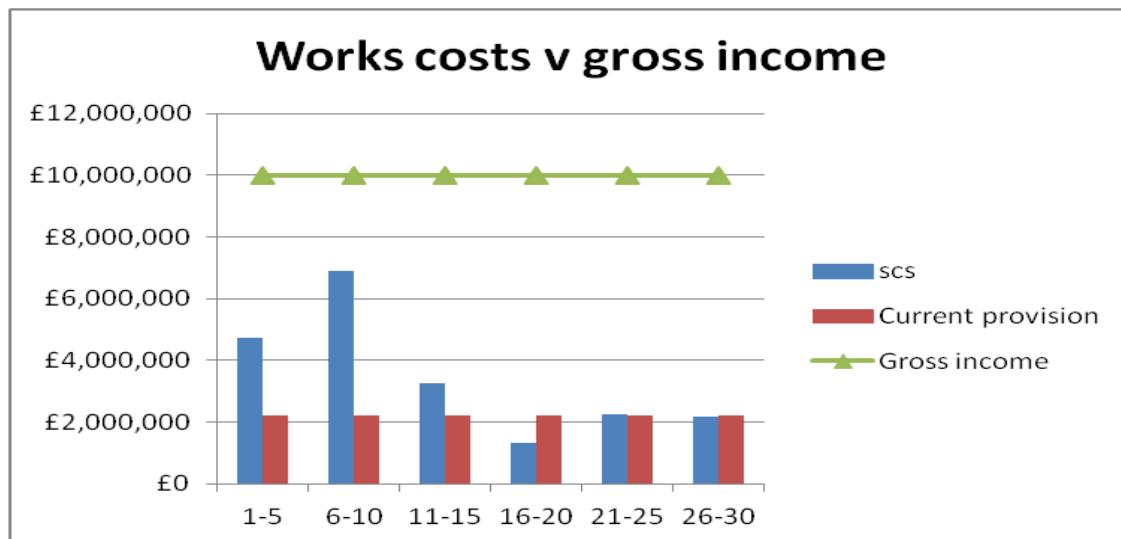


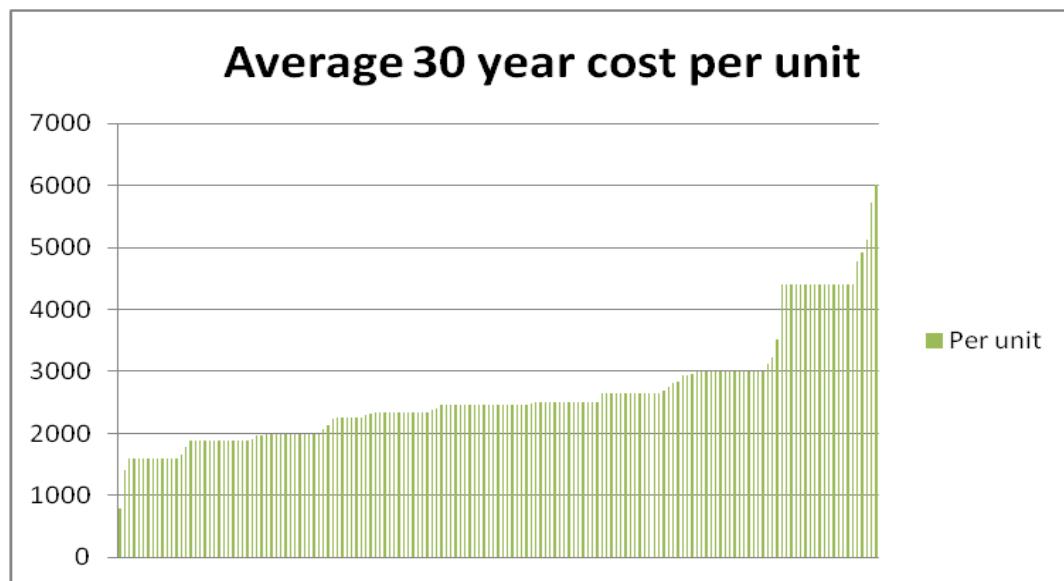
Figure 2: Stock condition survey v current major works and repair expenditure.

23. Although the stock condition survey indicates an increased need for investment, it should be noted that the investment need still remains significantly below the total rental income achievable from the portfolio – as indicated below.



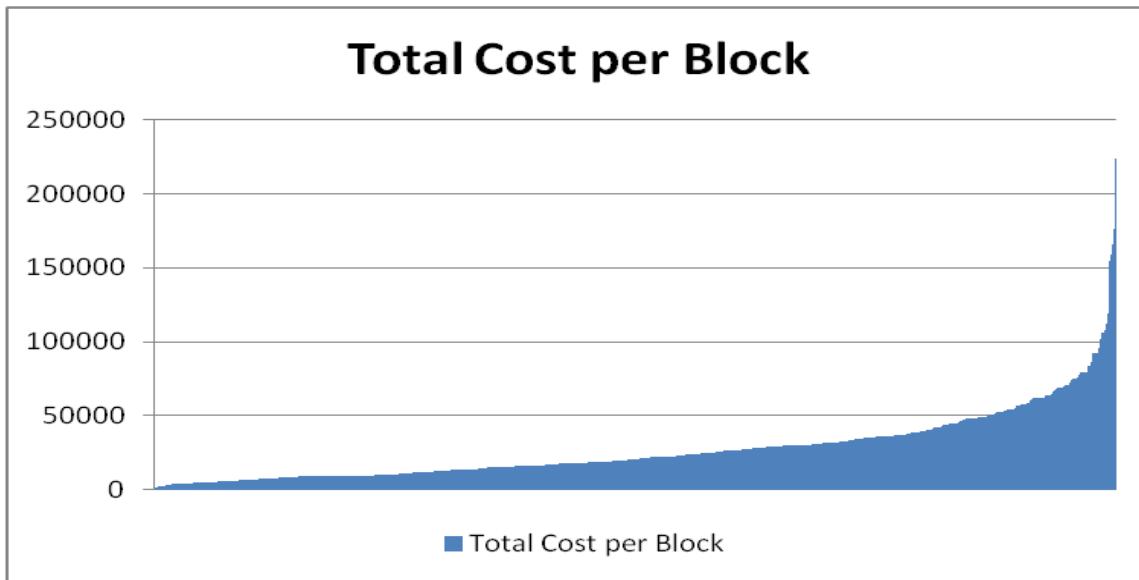
*Figure 3: works costs v net income*

24. The stock condition survey requirement over 30 years varies across the portfolio from an average of £785 per unit at Peterswood, to £6,000 per unit at North Grove. The range of average unit costs is illustrated below.



*Figure 4: Average 30 year cost per unit.*

25. The maximum cost per block is £223,000 for a 35 unit block at Church Leys. The range of block costs is illustrated below



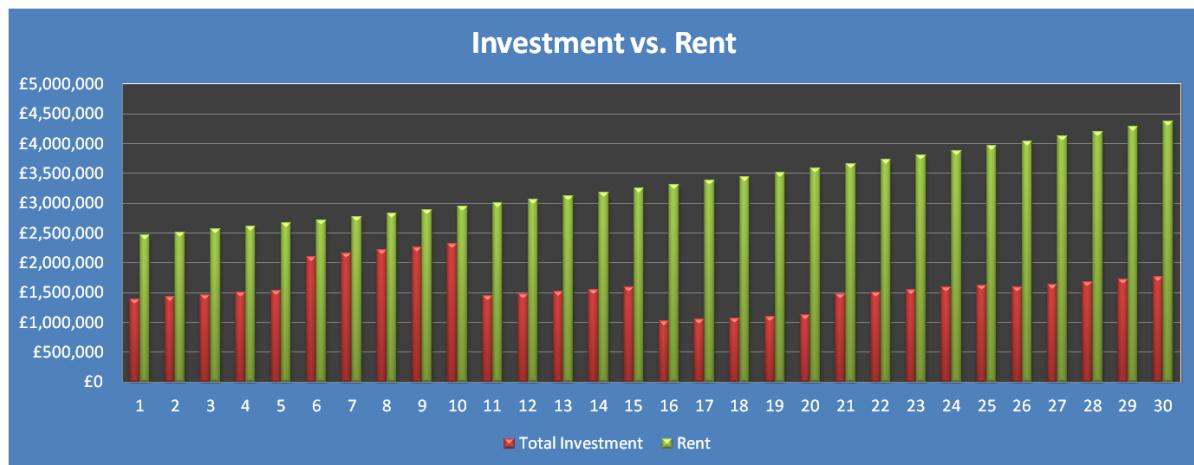
*Figure 5: Total 30 year cost per block*

### *Portfolio Overview*

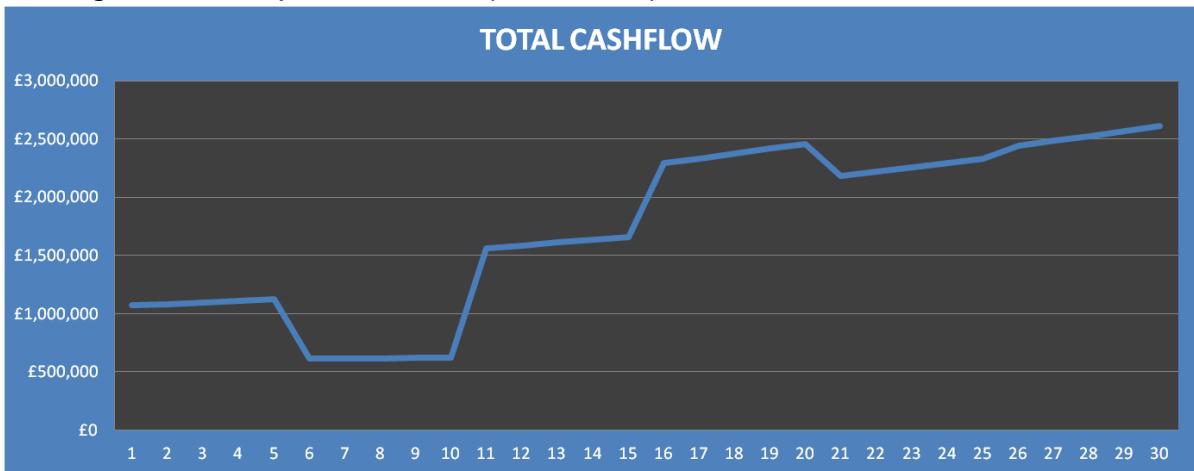
26. The Portfolio contains 845 garage sites across 161 estates. A reconciliation of this schedule against the Council's asset register has been carried out to confirm data.
27. 54 sites are identified as already earmarked for disposal or redevelopment either as part of Phase 1 or 2 of the Council's strategy, or earmarked for the Council's pathfinder project for new Council housing building. These have been excluded from the review.
28. There are a further 76 sites where garage blocks have been fully or partially demolished, but no decision made on future use of the site. These sites have been included in the review. No major works costs have been assumed for these sites, but a small element of the management cost budget has been applied to these sites, representing the cost associated with site management.
29. The investment appraisal has applied the results of the stock condition survey to the 7,686 operational garages across 791 blocks. It has then also considered income and management costs associated with these units, and estimated the net income associated with each block over 30 years.

### *Portfolio Cash flows*

30. If the Council were to carry out the full investment indicated by the stock condition survey, then the net income in year one would reduce from current £2m budgeted, to £1.1m.
31. The overall portfolio cash flow with full investment is illustrated below



*Figure 6: Total portfolio costs (investment) and total rent*



*Figure 7: Total portfolio cash flow*

32. This illustrates the early year's investment requirement, particularly in years 6 - 10 when total net income reduces to a little over £630,000 p.a. After this early years' investment the portfolio shows strong cash flows in the medium to longer term.
33. The cash flows have been discounted to produce a "net present value" (NPV), representing their "worth" to the Council's financial business plan in today's terms. The 30 year net present value of the garage cash flows for

the whole portfolio is estimated at £15.97m, averaging just under £20,200 per block. If the portfolio were fully let, the NPV increases by £10.7m to £26.6m.

## Investment Appraisal

34. Analysis of future investment decisions have been made on all garage blocks. The Council needs to consider the value for money of its investment decisions, based on the return generated by investing in that asset. This has been assessed by analysing the net present value of garage cash flows as well as assumptions on long term demand for the asset.
35. Investment appraisals have also been carried out to confirm the affordability of the ongoing capital programme and how investment is targeted in future.
36. The NPV analysis of current blocks shows a wide variation across the portfolio as illustrated below. The NPV per block ranges from minus £92,400 to positive £135,000.

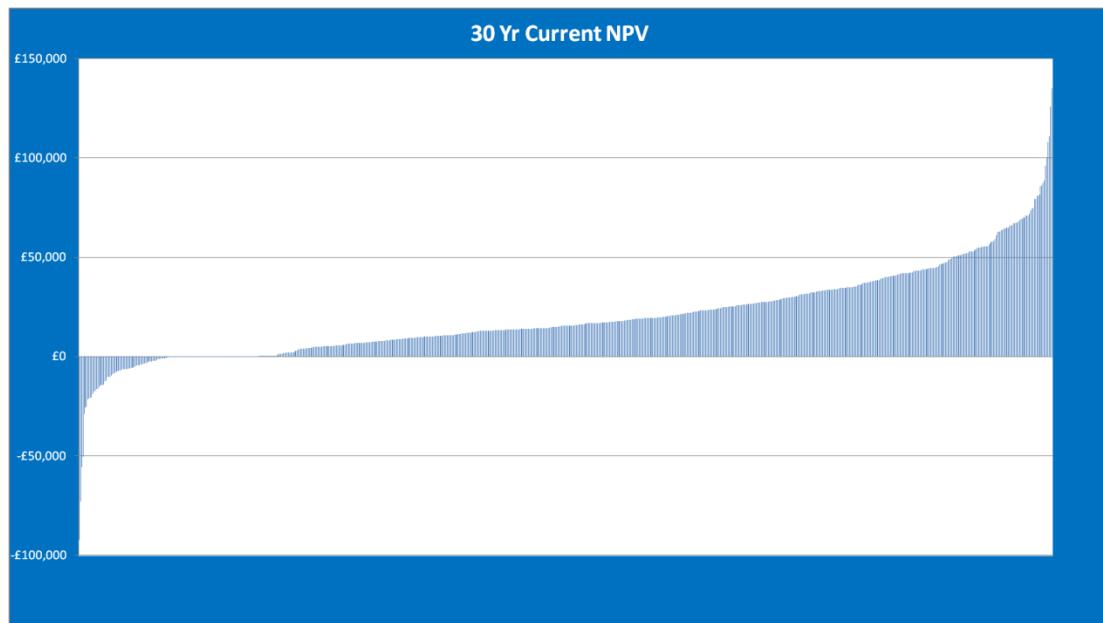


Figure 9: NPV by block

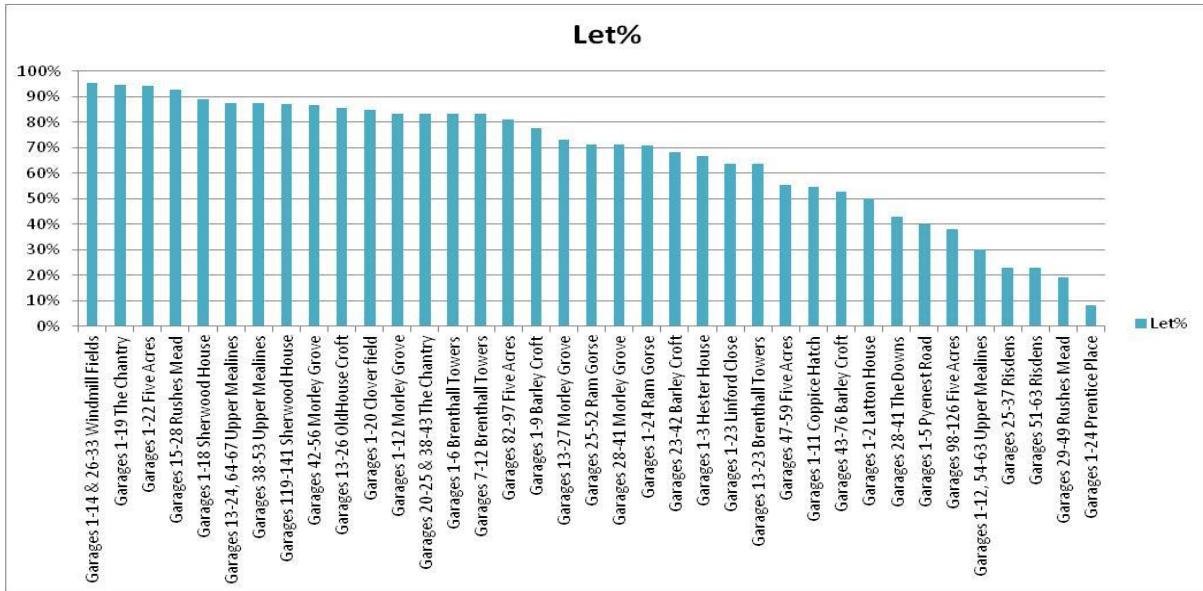
### Characteristics of poorly performing blocks

37. There are a total of 146 blocks/empty sites with a negative NPV. These are characterised by:
  - Empty site with no income potential, but some site management costs (79 sites)

- Sites with very high levels of voids (57 blocks less than 50% let)
- Sites with above average stock investment requirement (38 blocks with above average investment requirement)

#### *Voids and future demand*

38. 25% of the operational portfolio is currently non income generating (23% void, 2% sold). This represents some 2,000 garages currently void. Many of these blocks are identified as unlettable in their current condition. There are 826 waiting list applications across the various estates, however there are several areas of voids, with no waiting list.
39. Across the portfolio there are a range of blocks which are currently not fully let and for which there is no current waiting list. These are illustrated below.



*Figure 10: Blocks with voids and no waiting list*

40. The investment appraisal has considered the extent to which a programme of investment can impact on demand and therefore increase rental income, or whether alternative options need to be considered for areas of low demand and poor condition.
41. This “rebalancing” of the portfolio could lead to a reduction in the number of garages overall, to match demand, but an increase in the proportion let, with a corresponding increase in rental income receivable.

### *Investment appraisal factors*

42. The investment appraisal has considered the following factors:
  - Total expenditure requirement on major works and day to day repairs
  - Management costs
  - Income from garages and associated hardstandings
  - Current void levels
  - Future waiting list
  - Site size and access arrangements
  - Whether the garage block is hard to let, and whether it is lettable in current condition
43. From the income and expenditure the Council has calculated the worth of the cash flows by:
  - NPV real (e.g. at current void levels)
  - NPV ideal (if fully let)

### *Recommendations for retention and investment*

44. In order to identify those blocks recommended for retention and investment, the following criteria were applied:
  - Positive NPV
  - Block is currently more than 75% let
  - There is an active waiting list for the estate
  - Local knowledge on demand confirms that investment is likely to improve letability
45. In addition in some circumstances other factors were considered in order to provide a coherent strategy across an estate. For example, where other blocks on the estate were to be retained, and garages were more than 50% let, and/or where blocks were situated under flats and limited alternative options exist these were also identified to be retained.
46. The application of these criteria results in recommendations for 6,498 garages to be retained across 620 blocks, with investment to provide a 30 year life and improve future demand.
47. In addition 33 blocks are recommended for retention at this stage, but for investment as part of a wider estate review (32 blocks on Bishopsfield and 1 block at Prentice Place GAF2 area).
48. 15 of the sites where garages were already demolished are recommended for retention as open parking due to limited development potential on these sites. Investigation of the potential to introduce paid parking on these sites is recommended.

49. Investigation of the potential to increase garage charges in areas of high demand (e.g. adjacent to town centre and station) is also recommended.
50. The combined NPV of these retained blocks is £16.2m. This is higher than the overall portfolio NPV due to the removal of blocks with negative NPV. The analysis indicates the potential to increase the NPV of cash flows to £23.2m if investment results in blocks being fully let.
51. The income and expenditure anticipated for this retained portfolio this year and over the next three years is illustrated below. This assumes investment is made in line with the stock condition survey requirements.

	2014/15	2015/16	2016/17	2017/18
<b>Income</b>	£2,313,416	£2,359,684	£2,406,878	£2,455,016
<b>Total Investment</b>	£1,194,100	£1,223,953	£1,254,551	£1,285,915
<b>Cash flow</b>	£1,119,316	£1,135,732	£1,152,327	£1,169,100

*Table 11: Early year's cash flow for portfolio recommended for retention.*

52. The total number of garages recommended for retention is 6,428. 5,354 units within this element of the portfolio are currently let, of which 67% (3,581) are let to non-Council housing tenants, or as second garages to existing tenants. This demonstrates that the majority of the portfolio is no longer let as part of the Council's HRA landlord function.

#### *Recommendations for Alternative Action*

53. Poorly performing garages were identified using the following criteria:
  - Block is less than 25% let
  - Negative NPV
  - Above average investment requirement
54. Options were explored for poorly performing garages including:
  - Exploring development potential (including in some cases sites under existing blocks).
  - Full or partial demolition and retaining all/part of the site as open parking.
  - Seal block (e.g. under flats) to reduce future costs where limited development potential exists.
  - One site has already been recommended for disposal.

55. This resulted in the identification of 33 empty sites, and 58 blocks, comprising of 880 garages, where there may be merit in exploring development potential. The combined NPV of these blocks is negative at minus £255,000.
56. In order to test the desk top analysis before more detailed development appraisals are carried out officers have inspected a proportion of sites. The sites were chosen on the basis of those which were underperforming, with a negative NPV and which were identified as potential development opportunities.
57. Commentary on the sites visited is shown below.

#### **Site 1 - Five Acres 98-126**

The site is long and narrow but we feel there could be some potential for development. There appears to be an adequate distance from the existing rear gardens, although the north eastern part of the site is narrower and thus construction of houses in this section could be tight. To the south the garages overlook existing gardens which allows some distance from existing windows. Similarly, to the north the garages back onto Goldsmiths Road. Across from this is a three storey care home which could mean the potential to add some height to any development here. However this would need to be considered in the context of the two storey existing houses on the estate. The main constraint with the site is the tapered nature which could mean it would lend itself better to flats as they would have a smaller footprint.

#### **Site 2 - Holly Field 1-26**

This area is large and potentially suitable for development. It is bordered by existing gardens and open space to the west and therefore overlooking and proximity to existing buildings should not be an issue.

#### **Site 3 - Hookfield 76-111**

This site is large and has development potential. To the north and south the site is bordered by existing houses but backs onto the gardens so allows some distance from windows. The site is currently used as access through to the east of the estate so any existing rights of way would need to be investigated and considered.

#### **Site 4 - Purford Green 1-15 & 30-46**

This site is a large site with good development potential. The site is bordered by rear gardens of existing properties which allows some distance although all properties surrounding it are two storey so there would not be much scope for any significant height in the development.

### **Site 5 - Rectory Wood 49-53**

This site is a good size for development and due to change in levels on the site could be a potential for gaining some height and scale. It is bordered closely on both the north and west by existing properties however overlooking should not be an issue due to orientation of the existing houses. Proximity to the existing houses would need to be considered further.

58. The above five sites have been confirmed as having some development potential. This may be more limited on some of the other sites which have been identified as having some development potential, due to factors which cannot be identified on a desktop study, such as the size of the site, access constraints, and proximity to neighbouring properties for example.

#### *Garage Valuation*

59. The current valuation assumes that the overall portfolio is valued at £48.3m, with each garage having an average value of £3,667 and an expected life of only 5 years. The short life of the garages, compared to their relatively high value, leads to a high depreciation charge.
60. However, a review of the asset life has been completed including the values and the consequent depreciation charge. The investment appraisal indicates that as a result of a sustained programme of investment and the rebalancing of the portfolio could lead to a reduction in the number of garages overall, to match demand, but an increase in the proportion let, with a corresponding increase in rental income receivable.

### **Present Pricing Policy**

61. The current basic garage rent now for a Council Tenant amounts to the sum of £8.20 per week and a non-Council housing tenant amounts to £9.84 per week due to VAT charges. A survey of local authorities in Essex and Hertfordshire reveals that the current basic garage rent in Harlow is still significantly less than the average amount charged by these neighbouring authorities.

The basic rent of a rented hardstand currently amounts to the sum of £1.89 per week for Council tenants and £2.27 per week for non-council tenants.

62. Discounts are currently payable to provide incentives to decrease the number of empty garages however these have had rather limited success and the scheme is quite administratively demanding to operate. At present there are 1005 second garage allowances payable which amount to a total of £2,010 each week.

63. Additionally there are 87 allowances payable in respect of garages in blocks with low occupancy rates which amount to £174 per week.
64. Additionally there are currently 36 disabled tenants in receipt of a Disabled Rent Allowance (for garages) which has been payable since the General Domestic Rating system was abolished. No additional allowances of this nature have been created since the scheme was introduced and the number of tenants in receipt of this allowance is therefore diminishing each year. Allowances totalling £42.78 are currently being made each week.

## **Satisfaction Levels**

65. Garage Officers have continued to measure customer satisfaction in a number of areas over the past six years and in addition have been collecting exit survey data to determine the reasons that tenants terminate their garage tenancies. In 2014/15 so far a total of 290 vacating garage tenants have been surveyed and almost 77% stated that they were either satisfied or very satisfied with the service that they had received. An analysis of vacating tenants for the period April to September 2014 indicates that 21% have moved away from the area, 11% stated that repairs were an issue and 7% cited vandalism as a major issue. Significantly only 5% stated that rent levels were a factor.
66. Within the context of garage management there are many examples of improvement that can be highlighted.
  - Garage offer rates remain high, averaging 110 per month.
  - Lettings rates remain high with an average of 63 garages let each month to date.
67. The garage waiting list is continually reviewed and the total applications are currently at an all-time low. There are currently 590 applications registered however approximately 65% are waiting for a specific blocks.
68. Many of the original sites that were giving concern to residents and Members have been resolved and Officers are now beginning to deal with lower priority sites on an area/ward basis taking into account the overall parking situation in specific estates.
69. Security to individual garages is been improved through the installation of three point locking doors in respect of both replacement doors and to any new garages being constructed.

## **Improving Car Parking in the Town**

70. Car parking is an important and emotive issue on many residential roads and not just Council estate roads. With the increase in car ownership and

the reducing use of garages both in private homes and in Council property, the number of cars on roads has increased significantly. Some areas of garage sites are already being utilised for additional car parking, especially if some garages have been demolished.

The Garage and Hardstanding Strategy will continue to work in conjunction with the Council's Town Wide Parking Initiative to provide a framework and set of principles to improve parking town wide. To target resources and develop a long term strategy to deal with the Council's top priorities in traffic congestion, and to identify garage sites where alternative use can facilitate the Council's broader parking initiatives and regeneration programmes.

71. If specific areas/garage sites are not obviously of use for redevelopment, it may be that the garage forecourt could be used to provide clear off-street parking, or the forecourts could be utilised as an access way to allow residents to provide off-street parking in their rear gardens. (Subject to any legal or planning questions being addressed). This could increase residents' sense of security, as many people do not wish to leave their cars out of sight.
72. In relation to the sale of individual garages, it is not the Council's approach to sell off garages to private individuals, and although the Council does not have a formal policy to sell garages, some have been sold under the Right to Buy provision if the garage was an integral part of the dwelling tenancy. This has meant that tenure, in common with residential accommodation is fragmented, and this mixed ownership can cause managerial problems, in terms of determining solutions in the longer term.

Therefore following further consultation with the Garage Steering Group, it was agreed that following a request to buy a garage/hardstanding, consideration would only be given on two exceptions, which are either:

- Where the garage or hardstanding is actually within the curtilage of the property of the requested purchaser, or
- If the garage is situated within a single block containing no more than 4 garages and where there is no development potential. A block is defined as an area including a forecourt and approach road to specifically access the garages.

## **Garage Improvement Plan**

73. The main key principles underpinning the Garage Improvement Plan since its inception in 2002/03 have remained the same and have more recently been reinforced within the Housing Service Asset Management Strategy 2007 - 2012:

- To continue to dispose of garage sites where there is low demand or where investment requirements mean that retention is not financially viable.
  - To use the proceeds of sales to fund a major programme of investment to improve the quality of garage sites for which there is a continuing or potential demand.
  - To identify garage sites where alternative uses can facilitate the Council's broader regeneration of resident led initiatives.
  - To continue to secure any additional sites as appropriate to prevent further vandalism and anti-social behaviour where disposal or alternative use, is not a short-term option e.g. Where sites are integral to residential dwelling designs i.e. sites at: Sherwood House, Brockles Mead, and Nicholls Field, there may well be a planning constraints affecting any future proposals which entail possible change of use.
74. Officers have continuously reviewed and updated a list of garage sites for disposal or partial disposal and refurbishment, where it is considered occupancy rates are low and overall stock improvement is not therefore considered value for money.
75. The high ratio of vacant hardstands offers the opportunity to increase the number of free off-road parking on certain estates. Any such reduction in reservable hardstands should of course be subject to individual consultation in specific areas and the current level of demand.

## Appendix 1

### Harlow Council Garage and Hardstand Strategy - Improvement Plan

<b>Objective</b>	<b>Activity</b>	<b>Measures &amp; outcomes</b>	<b>Resources</b>	<b>Lead</b>	<b>Deadline</b>
<b>Develop a robust Performance Management Framework</b>	Annually review garage targets and produce benchmarking indicators to help priorities improvement initiatives and link priorities within the Housing Service Plan.	Improved decision making. Improved performance.	Within existing budget	Area Team Leader	Annually
	Update valuations within the Council's Asset Register	Improve Council records to provide accurate database	Within existing budget	Garage Project Officer	Dec 15
	Complete Investment appraisal to confirm the affordability of the ongoing capital programme and agree approach on how investment is targeted in the future.	To achieve an efficient and value for money service in relation to our assets and their future use.	Within Existing budget	Garage Steering Group	Nov 15
	Review current resources within the garage team, with a view to increasing capacity to manage the entire garage and hardstand portfolio and improvement plan.	Improve customer engagement and satisfaction. Ensure the services delivered are what residents want.	Within Existing budget	Area Team Leader/ Area Manager	Dec 14

	To use the proceeds of sales to fund improvement programmes to improve the quality of garage sites for which there is a continuing or potential demand	Improve the quality of our assets and increase the allocation of garages which will ultimately increase income for the authority	Within Existing budget	Garage Steering Group	Annually
	Carry out regularly garage block inspections.	Improve the quality of our assets and highlight any issues surrounding garage sites.	Within Existing Budget	Garage Officers	Quarterly
<b>Rationalise the existing stock of garages and hardstands</b>	Review charging mechanism for hardstandings to increase allocation and income to the Authority.	To generate income and make the hardstands more cost effective	Within existing budget	Garage Project Officer	Annually
	To work in conjunction with the Pathfinder Project to identify potential garage sites for future development opportunities to supply more new build council homes.	Optimise use of land effectively.	Within existing budget	Housing Management, Housing Portfolio Holder, Regeneration.	Jan 15
	To continue to identify and dispose of garage sites where there is low demand or where investment requirements mean that retention is not financially viable and review any planning issues previously identified in respect of individual sites.	Resolving parking difficulties within individual estates by increasing more open parking facilities.	Within existing budget	Garage Steering Group/Garage Project Officer	Annually

	Complete initial appraisals on all sites to inform the Garage and Hardstanding Strategy	In line with key principles of the strategy in broadening parking facilities and regeneration programmes.	Capital programme	Garage Project Officer	Jan 15
	To continue to recommend, plan and programme in capital improvements to garage blocks, including door and roof replacements, demolition and rebuilds and considerations for future open parking opportunities.	Improve the quality of our assets and increase allocation of garages, improving performance on void times.	Within existing capital budget	Garage Steering Group	Ongoing
<b>Improve the efficiency and effectiveness of Service delivery</b>	Review garage and hardstanding processes.	Improve service delivery and effective garage management	Within Existing budget	Area Team Leader	Mar 15
	Develop an ongoing programme of marketing and advertising underused garages to improve allocations and increase rental income	Increased income	Within Existing Budget	Garage Officers	Annually
<b>To improve the condition of our garages</b>	Produce an annual planned programme of repairs and renewal linking closely to the Housing Capital programme priorities.	Improve quality of assets and increase allocation of improved stock	Capital budget	Garage project Officer	Annually

## Appendix 2

	Garages	Blocks	Sum of NPV Real (e.g. at current letting rate)	Sum of NPV Ideal (e.g. if fully let)	Sum of 30Yr Stock Investment	NPV rents (at current letting rate)	NPV of investment (Management, Maintenance and Major Works)
<b>Recommendation for retention</b>							
<b>Retain &amp; Invest</b>	6498	620	£16,000,167	£22,470,495	£16,247,135	£31,970,259	£15,970,091
Not managed by housing	0	1	-£229	-£229	£0	£0	£229
Hold investment pending outcome of estate review	178	33	£251,948	£726,118	£304,518	£594,214	£342,266
Retain for open parking	0	15	-£21,829	-£21,829	£29,920	£0	£21,829
Already redeveloped	0	18	-£4,116	-£4,116	£0	£0	£4,116
<b>Sub Total</b>	<b>6676</b>	<b>687</b>	<b>£16,225,942</b>	<b>£23,170,440</b>	<b>£16,581,574</b>	<b>£32,564,472</b>	<b>£16,338,531</b>
<b>Recommendations for alternative action</b>							
<b>Empty Site - explore development potential</b>	0	33	-£46,045	-£46,045	£54,575	£0	£46,045
<b>Potentially demolish and redevelop</b>	880	58	-£195,700	£3,015,455	£2,352,837	£2,040,734	£2,236,434
<b>Potential develop/block reduction</b>	52	3	£41,858	£161,902	£168,886	£192,069	£150,211
<b>Partial demolition - retain as parking</b>	29	5	-£18,069	£113,978	£53,832	£42,015	£60,084
<b>Full demolition – retain as parking</b>	8	1	-£3,178	£26,833	£21,230	£18,006	£21,184
<b>Seal</b>	<b>41</b>	<b>3</b>	<b>-£33,475</b>	<b>£194,607</b>	<b>£55,855</b>	<b>£18,006</b>	<b>£51,481</b>

	Garages	Blocks	Sum of NPV Real (e.g. at current letting rate)	Sum of NPV Ideal (e.g. if fully let)	Sum of 30Yr Stock Investment	NPV rents (at current letting rate)	NPV of investment (Management, Maintenance and Major Works)
<b>Already recommended for disposal</b>	0	1	-£229	-£229	£0	£0	£229
<b>Sub total</b>	<b>1010</b>	<b>104</b>	<b>-£254,837</b>	<b>£3,466,502</b>	<b>£2,707,215</b>	<b>£2,310,831</b>	<b>£2,565,668</b>
<b>Grand Total</b>	<b>7686</b>	<b>791</b>	<b>£15,971,105</b>	<b>£26,636,941</b>	<b>£19,288,789</b>	<b>£34,875,304</b>	<b>£18,904,199</b>

## APPENDIX 3

### List of garage blocks to be retained and invested

Block Address	Number
Garages 1-18 Abbotsweld	18
Garages 19-34 Abbotsweld	16
Garages 51 & 52 Abbotsweld	2
Garages 15-38 Jerounds	24
Garages 114-127 Abbotsweld	14
Garages 128-141 Abbotsweld	14
Garages 61-68 Altham Grove	8
Garages 64-79 Abbotsweld	16
Garages 133-134 Altham Grove	2
Garages 135-139 Altham Grove	5
Garages 140-144 Altham Grove	5
Garages 145-152 Altham Grove	8
Garages 1-7 Arkwrights	7
Garages 8-18 Arkwrights	11
Garages 19-20 Arkwrights	2
Garages 21-26 Arkwrights	6
Garages 27-32 Arkwrights	6
Garages 1-10 Ash Tree Field	10
Garages 1-9 Barley Croft	9
Garages 23-42 Barley Croft	19
Garages 77-88 Barley Croft	12
Garages 1-16 Barn Mead	16
Garages 17-54 Barn Mead	38
Garages 80-95 Abbotsweld	16
Garages 79-104 Barn Mead	19
Garages 105-130 Barn Mead	0
Garages 131-145 Barn Mead	15
Garages 146-151 Barn Mead	6
Garages 152-167 Barn Mead	16
Garages 1-2 Blackbush Spring	2
Garages 3-4 Blackbush Spring	2
Garages 5-6 Blackbush Spring	2
Garages 7-8 Blackbush Spring	2
Garages 9-10 Blackbush Spring	2
Garages 11-15 Blackbush Spring	5
Garages 16-27 Blackbush Spring	12
Garages 1-7 Brays Mead	7
Garages 8-19 Brays Mead	12
Garages 20-31 Brays Mead	12

Garages 32-34 Brays Mead	3
Garages 1-6 Brenthall Towers	6
Garages 7-12 Brenthall Towers	6
Garages 96-113 Abbotsweld	18
Garages 29-46 Altham Grove	18
Garages 11-20 Broadfield	10
Garages 47-60 Altham Grove	14
Garages 47-58 Broadway Avenue	10
Garages 1a,2a, 3-4 Brockles Mead	4
Garages 1, 2, 17-25 Brockles Mead	11
Garages 118-121 Altham Grove	4
Garages 26-33 Brockles Mead	8
Garages 58-61 Brocklesmead	4
Garages 62-65 Brocklesmead	4
Garages 66-69 Brocklesmead	4
Garages 70-73 Brocklesmead	4
Garages 74-77 Brocklesmead	4
Garages 122-132 Altham Grove	11
Garages 82-85 Brockles Mead	4
Garages 86-89 Brocklesmead	4
Garages 100-103 Brocklesmead	4
Garages 104-107 Brocklesmead	4
Garages 108-111 Brocklesmead	4
Garages 112-115 Brocklesmead	4
Garages 116-119 Brocklesmead	4
Garages 120-123 Brocklesmead	4
Garages 171-174 Brocklesmead	4
Garages 175-178 Brocklesmead	4
Garages 179-182 Brocklesmead	4
Garages 183-186 Brocklesmead	4
Garages 187-190 Brocklesmead	4
Garages 55-78 Barn Mead	24
Garages 195-198 Brocklesmead	4
Garages 199-202 Brocklesmead	4
Garages 203-206 Brocklesmead	4
Garages 13-23 Brenthall Towers	11
Garages 3-10 Broadfield	8
Garages 21-28 Broadfield	8
Garages 7-14 Brocklesmead	8
Garages 78-81 Brocklesmead	4
Garages 319-322 Brocklesmead	4
Garages 323-326 Brocklesmead	4
Garages 342-345 Brocklesmead	4
Garages 346-349 Brocklesmead	4
Garages 350-361 Brocklesmead	12
Garages 362-365 Brocklesmead	4
Garages 366-369 Brocklesmead	4
Garages 370-373 Brocklesmead	4

Garages 374-377 Brocklesmead	4
Garages 378-381 Brocklesmead	4
Garages 382-385 Brocklesmead	4
Garages 386-389 Brocklesmead	4
Garages 390-393 Brocklesmead	4
Garages 405-408 Brocklesmead	4
Garages 409-412 Brocklesmead	4
Garages 191-194 Brocklesmead	4
Garages 417-420 Brocklesmead	4
Garages 1-6 Brooklane Field	6
Garages 1-8 Bushey Croft	8
Garages 9-21 Bushey Croft	13
Garages 1-28 Canons Gate	24
Garages 29-46 Canons Gate	18
Garages 1-26 Carters Mead	26
Garages 27-36 Carters Mead	10
Garages 207-212 Brocklesmead	6
Garages 46-55 Carters Mead	10
Garages 77-88 Carters Mead	12
Garages 1-9 Chapel Field	9
Garages 229-234 Brocklesmead	6
Garages 235-238 Brocklesmead	4
Garages 1-4 Charters Cross	4
Garages 5-20 Charters Cross	16
Garages 1-5 Chippingfield	5
Garages 6-9 Chippingfield	4
Garages 10-13 Chippingfield	4
Garages 14-34 Chippingfield	21
Garages 13-17 Church Leys	5
Garages 18-22 Church Leys	5
Garages 28-41 Church Leys	14
Garages 42-55 Church Leys	14
Garages 56-62 Church Leys	7
Garages 63-75, 75A Church Leys	14
Garages 108-116 Church Leys	9
Garages 117-128 Church Leys	12
Garages 1-8 Churchfield	8
Garages 9-27 Churchfield	19
Garages 264-267 Brocklesmead	4
Garages 1-20 Clover field	20
Garages 13-17 Collins Meadow	5
Garages 18-44 Collins Meadow	27
Garages 45-46 Collins Meadow	2
Garages 47-48 Collins Meadow	2
Garages 53-56 Collins Meadow	4
Garages 57-59 Collins Meadow	3
Garages 60-62 Collins Meadow	3
Garages 8-16 Cooks Spinney	9

Garages 1-11 Coppice Hatch	11
Garages 1-7 Dellfield Court	7
Garages 1-6 Dovehouse Croft	6
Garages 1-12 East Park	12
Garages 13-24 East Park	12
Garages 25-30 East Park	6
Garages 31-38 East Park	8
Garages 39-46 East Park	8
Garages 47-51 East Park	5
Garages 52-64 East Park	13
Garages 1-18 Felmongers	18
Garages 19-33, 45-47 Felmongers	18
Garages 34-38 Felmongers	5
Garages 39-44 Felmongers	6
Garages 1-10 Fennells	10
Garages 11-15 Fennells	5
Garages 21-25 Fennells	5
Garages 31-34 Fennells	4
Garages 41-42 Fennells	2
Garages 49-52 Fennells	4
Garages 57-60 Fennells	4
Garages 61-62, 61A Fennells	3
Garages 69-70 Fennells	2
Garages 75-78 Fennells	4
Garages 79-82 Fennells	4
Garages 87-88 Fennells	2
Garages 89-92 & 89a Fennells	5
Garages 101-102 Fennells	2
Garages 103-104 Fennells	2
Garages 413-416 Brocklesmead	4
Garages 115-116 Fennells	2
Garages 117-119 Fennells	3
Garages 128-131 Fennells	4
Garages 1-13 Fesants Croft	13
Garages 14-18 Fesants Croft	5
Garages 1-16 Finchmoor	16
Garages 17-26 Finchmoor	10
Garages 39-45 Carters Mead	7
Garages 10-28 Chapel Field	19
Garages 1-22 Five Acres	18
Garages 82-97 Five Acres	16
Garages 1-7 Foldcroft	7
Garages 8-27 Foldcroft	20
Garages 28-47 Foldcroft	20
Garages 1-20 Freshwaters	20
Garages 48-74 Chapel Field	27
Garages 1-10 Fullers Mead	10
Garages 11-17 Fullers Mead	7

Garages 18-24 Fullers Mead	7
Garages 31-40 Fullers Mead	10
Garages 41-52 Fullers Mead	12
Garages 28-59 Churchfield	31
Garages 109-112 Fennells	4
Garages 13-16 Glebelands	4
Garages 27-33 Finchmoor	7
Garages 23-32 Glebelands	10
Garages 34-45 Finchmoor	12
Garages 43-52 Glebelands	10
Garages 1-12 Great Brays	12
Garages 13-26 Great Brays	14
Garages 27-31 Great Brays	5
Garages 32-36 Great Brays	5
Garages 1-4 Great Plumtree	4
Garages 5-8 Great Plumtree	4
Garages 9-10 Great Plumtree	2
Garages 21-34 Freshwaters	14
Garages 1-7 Greenhills	7
Garages 8-21 Greenhills	14
Garages 54-76 Fullers Mead	23
Garages 35-60 Greenhills	26
Garages 61-84 Greenhills	24
Garages 1-12 Glebelands	12
Garages 1-9 Greylake Park	9
Garages 1-5 Halling Hill	5
Garages 6-8 Halling Hill	3
Garages 9-13 Halling Hill	5
Garages 14-27 Halling Hill	14
Garages 28-32 Halling Hill	5
Garages 33-44 Halling Hill	12
Garages 45-48 Halling Hill	4
Garages 17-22 Glebelands	6
Garages 33-42 Glebelands	10
Garages 157-166 Halling Hill	10
Garages 11-12 Great Plumtree	2
Garages 1-4 Harefield	4
Garages 7-20 Hare Street Springs	14
Garages 21-46 Hare Street Springs	26
Garages 1-10 Heighams	10
Garages 1-3 Hester House	3
Garages 1-3 High Street	3
Garages 27-35 Hollyfield	9
Garages 50-58 Hollyfield	9
Garages 59-72 Hollyfield	14
Garages 22-34 Greenhills	13
Garages 89-104 Hollyfield	14
Garages 105-138 Hollyfield	17

Garages 1-7 Hookfield	7
Garages 8-14 Hookfield	7
Garages 42-57 Hookfield	16
Garages 1-14 Jerounds	14
Garages 85-88 Greenhills	4
Garages 39-50 Jerounds	12
Garages 51-58 Jerounds	8
Garages 60-67 Jerounds	8
Garages 68-79 Jerounds	12
Garages 80-91 Jerounds	12
Garages 92-102 Jerounds	11
Garages 103-113 Jerounds	11
Garages 114-122 Jerounds	9
Garages 13-28 Jocelyns	16
Garages 34-39 Jocelyns	6
Garages 40-62 Jocelyns	23
Garages 63-72 Jocelyns	10
Garages 79-82 Jocelyns	4
Garages 83-86 Jocelyns	4
Garages 110-117 Jocelyns	8
Garages 1-13 Joyners Field	13
Garages 49-59 Halling Hill	11
Garages 105-126 Halling Hill	22
Garages 51-62 Joyners Field	12
Garages 63-86 Joyners Field	24
Garages 87-100 Joyners Field	14
Garages 167-172 Halling Hill	6
Garages 1-4 Katherines Hatch	2
Garages 1-17 Keefield	12
Garages 19-29 Keefield	11
Garages 73-88 Hollyfield	16
Garages 14-41 Joyners Field	28
Garages 16-25 Kingsland	10
Garages 26-35 Kingsland	10
Garages 36-59 Kingsland	24
Garages 60-69 Kingsland	10
Garages 42-50 Joyners Field	9
Garages 101-104 Joyners Field	4
Garages 1-8 Ladyshot	8
Garages 9-19 Ladyshot	11
Garages 21-26 Ladyshot	6
Garages 27-32 Ladyshot	6
Garages 33-38 Ladyshot	6
Garages 39-42 Ladyshot	4
Garages 71-80 Ladyshot	10
Garages 1-8 Kingsland	8
Garages 1-14 Little Brays	14
Garages 15-28 Little Brays	14

Garages 29-36 Little Brays	8
Garages 51-62 Little Brays	12
Garages 1-18 Little Grove Field	18
Garages 19-29 Little Grove Field	11
Garages 9-15 Kingsland	7
Garages 27-37 Little Pynchons	11
Garages 38-45 Little Pynchons	8
Garages 1-11 Long Ley	11
Garages 70-81 Kingsland	12
Garages 23-25 Long Ley	3
Garages 26-31 Long Ley	6
Garages 82-92 Kingsland	11
Garages 38-52 Long Ley	15
Garages 1-6 Longbanks	6
Garages 1-23 Linford Close	22
Garages 13-23 Longbanks	11
Garages 12-22 Long Ley	11
Garages 100-109 Longbanks	10
Garages 110-119 Longbanks	10
Garages 120-129 Longbanks	10
Garages 32-37 Long Ley	6
Garages 142-153 Longbanks	12
Garages 154-165 Longbanks	12
Garages 7-12 Longbanks	6
Garages 178-189 Longbanks	12
Garages 190-207 Longbanks	18
Garages 208-237 Longbanks	30
Garages 94-99 Longbanks	6
Garages 1-8 Longfield	8
Garages 9-48 Longfield	40
Garages 130-141 Longbanks	12
Garages 166-177 Longbanks	12
Garages 238-249 Longbanks	12
Garages 49-64 Longfield	16
Garages 102-109 Lower Meadow	8
Garages 110-117 Lower Meadow	8
Garages 118-125 Lower Meadow	8
Garages 1-7 Lower Meadow	7
Garages 31-38 Mark Hall Moors	8
Garages 8-9 Mill Field	2
Garages 8 - 34 Lower Meadow	27
Garages 29-50 Milwards	22
Garages 83-101 Lower Meadow	19
Garages 1-30 Mark Hall Moors	30
Garages 1-18 Milwards	18
Garages 79-90 Milwards	12
Garages 127-146 Milwards	20
Garages 147-176 Milwards	18

Garages 194-214 Milwards	13
Garages 215-232 Milwards	18
Garages 233-243 Milwards	11
Garages 91-126 Milwards	27
Garages 30-58 Moorfield	29
Garages 59-79 Moorfield	0
Garages 80-102 Moorfield	0
Garages 103-119 Moorfield	17
Garages 120-131 Moorfield	12
Garages 147-160 Moorfield	0
Garages 161-175 Moorfield	0
Garages 176-190 Moorfield	0
Garages 191-204 Moorfield	0
Garages 205-222 Moorfield	18
Garages 223-238 Moorfield	16
Garages 239-254 Moorfield	16
Garages 255-268 Moorfield	14
Garages 269-280 Moorfield	12
Garages 1-12 Morley Grove	12
Garages 13-27 Morley Grove	15
Garages 28-41 Morley Grove	14
Garages 42-56 Morley Grove	15
Garage 1 Morris House	1
Garages 1-29 Moorfield	29
Garages 9-28 Nicholls Field	21
Garages 29-35 Nicholls Field	7
Garages 36-53 Nicholls Field	18
Garages 12-45 North Grove	34
Garages 1-8 Nicholls Field	8
Garages 1-13 Northbrooks	13
Garages 14-25 Northbrooks	12
Garages 54-67 Northbrooks	14
Garages 34-53 Northbrooks	20
Garages 0-4 Old Road	5
Garages 1-12 OldHouse Croft	6
Garages 13-26 OldHouse Croft	14
Garages 76-91 Northbrooks	8
Garages 20-25 Orchard Croft	6
Garages 1-19 Orchard Croft	19
Garages 33-39 Orchard Croft	6
Garages 26-32 Orchard Croft	8
Garages 1-7 Park Mead	7
Garages 46-51 Orchard Croft	6
Garages 1-5 Parsonage Leys	5
Garages 6-8 Parsonage Leys	3
Garages 9-28 Parsonage Leys	20
Garages 8-19 Park Mead	12
Garages 35-41 Parsonage Leys	7

Garages 42-50 Parsonage Leys	9
Garages 1-23 Pear Tree Mead	19
Garages 21-32 Pennymead	12
Garages 29-34 Parsonage Leys	6
Garages 54-89 Pennymead	36
Garages 90-95 Pennymead	6
Garages 96-100 Pennymead	5
Garages 101-106 Pennymead	6
Garages 1-8 Perry Spring	8
Garages 9-12 Perry Spring	4
Garages 1-13 Peterswood	13
Garages 14-22 Peterswood	9
Garages 43-53 Pennymead	11
Garages 27-35 Peterswood	9
Garages 36-39 Peterswood	4
Garages 1-14 Pittmans Field	14
Garages 15-20 Pittmans Field	6
Garages 23-26 Peterswood	4
Garages 41-43 Pittmans Field	3
Garages 1-9 Pollard Hatch	9
Garages 1-6 Potter Street	6
Garages 7-8 Potter Street	2
Garages 21-32 Pittmans Field	11
Garages 54-65 Potter Street	12
Garages 66-71 Potter Street	6
Garages 72-76 Potter Street	5
Garages 1-12 & 7B Potters Field	13
Garages 13-24 Potters Field	12
Garages 1-16 Primrose Field	17
Garages 17-26 Primrose Field	10
Garages 27-40 Primrose Field	13
Garages 41-50 Primrose Field	10
Garages 51-64 Primrose Field	14
Garages 16-29 Purford Green	14
Garages 47-64 Purford Green	18
Garages 1-5 Pyenest Road	5
Garages 1-3 Pypers Hatch	3
Garages 1-7 Pytt Field	7
Garages 8-11 Pytt Field	4
Garages 1-18 Radburn Close	18
Garages 19-30 Radburn Close	12
Garages 31-42 Radburn Close	12
Garages 43-61 Radburn Close	19
Garages 62-75 Radburn Close	14
Garages 76-93 Radburn Close	18
Garages 94-108 Radburn Close	15
Garages 1-24 Ram Gorse	24
Garages 25-52 Ram Gorse	28

Garages 1-7 Rectory Wood	7
Garages 8-16 Rectory Wood	9
Garages 37-41 Rectory Wood	5
Garages 42-43 Rectory Wood	2
Garages 44-45 Rectory Wood	2
Garages 46-48 Rectory Wood	3
Garages 1-4 Red Lion Crescent	4
Garages 6-16 Red Lion Crescent	11
Garages 37-41 Red Willow	5
Garages 47-51 Red Willow	5
Garages 57-61 Red Willow	5
Garages 67-70 Red Willow	4
Garages 108-114 Red Willow	7
Garages 1-17 Rivermill	17
Garages 18-38 Rivermill	21
Garages 68-97 Rivermill	30
Garages 98-123 Rivermill	26
Garages 124-132 Rivermill	9
Garages 143-177 Rivermill	35
Garages 1-17 Rundells	17
Garages 18-28 Rundells	11
Garages 29-40 Rundells	12
Garages 41-69 Rundells	29
Garages 70-92 Rundells	23
Garages 93-118 Rundells	26
Garages 119-140 Rundells	22
Garages 141-146 Rundells	6
Garages 15-28 Rushes Mead	14
Garages 1-8 Ryecroft	8
Garages 9-18 Ryecroft	10
Garages 1-2 & 13-14 Seymours	4
Garages 15-23 Seymours	9
Garages 34-39 Seymours	6
Garages 42-44 & 54 Seymours	4
Garages 61-62, 69-70, 78-80 & 89 Seymours	8
Garages 103-104, 121, 123-124 Seymours	5
Garages 125-126, 131-132 &137 Seymours	5
Garages 127-130 Seymours	4
Garages 98, 144-150 Seymours	8
Garages 1-6 Sharpcroft	6
Garages 1-30 Shawbridge	29
Garages 31-36 Shawbridge	6
Garages 37-51 Shawbridge	15
Garages 52-70 Shawbridge	19
Garages 1-18 Sherwood House	18
Garages Sherwood House	99
Garages 119-141 Sherwood House	23
Garages 1-23 Spencers Croft	23

Garages 24-32 Spencers Croft	9
Garages 1-14 Spinning Wheel Mead	14
Garages 15-31 Spinning Wheel Mead	17
Garages 32-37 Spinning Wheel Mead	6
Garages 38-50 Spinning Wheel Mead	13
Garages 51-64 Spinning Wheel Mead	14
Garages 65-73 & 68A-69A Spin Whl Md	11
Garages 1-8 Spring Hills	8
Garages 9-20 Spring Hills	12
Garages 27-47 Spring Hills	19
Garages 53-60 Spring Hills	8
Garages 67-77 Spring Hills	11
Garages 1-8 Spruce Hill	8
Garages 16-21 Spruce Hill	6
Garages 27-30 Spruce Hill	4
Garages 36-40 Spruce Hill	5
Garages 41-45 Spruce Hill	5
Garages 55-61 Spruce Hill	7
Garages 72-75 Spruce Hill	4
Garages 80-83 Spruce Hill	4
Garages 84-87 Spruce Hill	4
Garages 92-95 Spruce Hill	4
Garages 1-2 St Edmund's Way	2
Garages 1-16 & 59-65 Stackfield	23
Garages 1-14 Stile Croft	14
Garages 15-24 Stile Croft	10
Garages 1-2 Sumners Farm Close	2
Garages 1-14 Tanys Dell	14
Garages 15-16 Tanys Dell	2
Garages 51-58 Tanys Dell	8
Garages 59-75 Tanys Dell	17
Garage 12 The Briars	1
Garage 14 The Briars	1
Garages 1-19 The Chantry	19
Garages 20-25 & 38-43 The Chantry	12
Garages 26-31 The Chantry	6
Garages 32-37 The Chantry	6
Garages 1-12 The Dashes	12
Garages 13-22 The Dashes	10
Garages 23-36 The Dashes	14
Garages 37-41 The Dashes	5
Garages 42-46 The Dashes	5
Garages 47-58 The Dashes	12
Garages 1-7 The Downs	7
Garages 8-12 The Downs	5
Garages 13-17 The Downs	5
Garages 18-22 The Downs	5
Garages 23-27 The Downs	5

Garages 1-6 The Fortunes	6
Garages 7-24 The Fortunes	18
Garages 25-59 The Fortunes	35
Garages 1-4 The Friars	4
Garages 1-5 The Hides	5
Garages 6-9 The Hides	4
Garages 10-15 The Hides	6
Garages 16-21 The Hides	6
Garages 22-39 The Hides	18
Garages 65-69 The Hides	5
Garages 70-75 The Hides	6
Garages 76-95 The Hides	20
Garages 106A-135 The Hides	30
Garages 1-2 The Hoo	2
Garages 3-6 The Hoo	4
Garages 7-10 The Hoo	4
Garages 11-24 The Hoo	14
Garages 25-27 The Hoo	2
Garages 28-42 The Hoo	15
Garages 43-46 The Hoo	4
Garages 50-51 The Hoo	2
Garages 1-18 The Hornbeams	18
Garages 19-32 The Hornbeams	14
Garages 33-44 The Hornbeams	12
Garages 45-56 The Hornbeams	12
Garages 57-68 The Hornbeams	12
Garage 14 The Maples	1
Garage 24 The Maples	1
Garages 1-8 & 17 The Oxleys	9
Garages 9-16 & 18-21 The Oxleys	12
Garages 1-18 The Readings	18
Garages 1-10 The Stow	10
Garages 11-13 The Stow	3
Garages 14-19 The Stow	4
Garages 1-12 The Sweyns	12
Garages 13-16 The Sweyns	4
Garages 17-23 The Sweyns	7
Garages 1-2 The Wayre	2
Garages 1-17 Tilbury Mead	17
Garages 34-56 Tithelands	13
Garages 63-72 Tithelands	10
Garages 80-89 Tithelands	8
Garages 101-110 & 126-129 Tithelands	14
Garages 116-125 Tithelands	8
Garages 140-151 Tithelands	12
Garages 1-15 Toddbrook	15
Garages 16-18 Toddbrook	3
Garages 19-26 Toddbrook	8

Garages 1-7 Tunnmeade	7
Garages 8-16 Tunnmeade	8
Garages 1-22 Tylney Croft	22
Garages 13-24, 64-67 Upper Mealines	16
Garages 38-53 Upper Mealines	16
Garages 1-14 Upper Park	14
Garages 1-14 Upper Stoneyfield	14
Garages 1-6 Vicarage Wood	6
Garages 7-8 Vicarage Wood	2
Garages 9-10 Vicarage Wood	2
Garages 11-12 Vicarage Wood	2
Garages 13-14 Vicarage Wood	2
Garages 15-22 Vicarage Wood	8
Garages 23-58 Vicarage Wood	18
Garages 25-43 Waterhouse Moor	19
Garages 44-51 Waterhouse Moor	8
Garages 1-6 Wedhey	6
Garages 7-36 Wedhey	30
Garages 37-53 Wedhey	17
Garages 1-16 Westfield	16
Garages 17-34 Westfield	18
Garages 35-50 Westfield	15
Garages 51-65 Westfield	15
Garages 66-83 Westfield	18
Garages 163-174 Westfield	12
Garages 43-55 Wharley Hook	13
Garages 58-69 Wharley Hook	12
Garages 70-89 Wharley Hook	20
Garages 121-125 Wharley Hook	5
Garages 126-129 Wharley Hook	4
Garages 1-5 Whitewaits	5
Garages 6-10 Whitewaits	5
Garages 11-18 Whitewaits	8
Garages 19-36 Whitewaits	18
Garages 1-5 Willowfield	5
Garages 12-22 Willowfield	11
Garages 23-34 Willowfield	11
Garages 35-49 Willowfield	16
Garages 95-112 Willowfield	19
Garages 113-143 Willowfield	31
Garages 144-173 Willowfield	30
Garages 189-195 Willowfield	7
Garages 196-199 Willowfield	4
Garages 200-201 Willowfield	2
Garages 272-273 Willowfield	2
Garages 1-14 & 26-33 Windmill Fields	22
Garages 15-25 Windmill Fields	11
Garages 1-13 Woodcroft	13

Garages 14-24 Woodcroft	11
Garages 25-35 Woodcroft	11
Garages 36-40 Woodcroft	5
Garages 41-62 Woodcroft	22
Garages 63-80 Woodcroft	18
Garages 81-90 Woodcroft	10
Garages 1-10 Woodhill	10
Garages 11-16 Woodhill	6
Garages 1-10 Wooding Grove	10
Garages 1-14 Woodwards	14
Garages 15-20+25 Woodwards	7
Garages 21-24 Woodwards	4

## Appendix 4

### List of Garage blocks for potential open parking

Block Address
Garages 78-81 Arkwrights
Garages 82-85 Arkwrights
Garages 10-22 Barley Croft
Garages 60-81 Churchfield
Garages 28-30 Fullers Mead
Garages 24-26 Longbanks
Garages 27-32 Longbanks
Garages 82-84 Longbanks
Garages 85-88 Longbanks
Garages 33-40 Pittmans Field
Garages 1-14 Rushes Mead
Garages 65-118 Sherwood House
Garages 48-52 Spring Hills
Garages 61-66 Spring Hills
Garages 96-106 The Hides
Garages 90-102 Wharley Hook

## APPENDIX 5

### List of Garage Blocks for potential disposal/demolition

Block Address	Number
Garages 35-50 Abbotsweld	15
Garages 53 - 62 Abbotsweld	0
Garages 1-24 Little Pynchons	24
Garages 20-28 Altham Grove	0
Garages 51-66 Milwards	16
Garages 67-78 Milwards	12
Garages 100-117 Altham Grove	18
Garages 9-53 Potter Street	45
Garages 43-76 Barley Croft	34
Garages 124-147 Brocklesmead	24
Garages 1-5 Canons Brook	5
Garages 56-59 Carters Mead	0
Garages 60-63 Carters Mead	0
Garages 64-76 Carters Mead	0
Garages 29-47 Chapel Field	0
Garages 35-71 Chippingfield	37
Garages 1-12 Church Leys	12
Garages 23-27 Church Leys	0
Garages 1-12 Collins Meadow	0
Garages 1-7 Cooks Spinney	7
Garages 17-28 Cooks Spinney	12
Garages 48-53 Felmongers	6
Garages 23-34 Five Acres	0
Garages 35-46 Five Acres	0
Garages 47-59 Five Acres	13
Garages 60-62 Five Acres	0
Garages 63-65 Five Acres	0
Garages 66-81 Five Acres	0
Garages 98-126 Five Acres	29
Garages 53-71 Glebelands	19
Garages 13-25 Great Plumtree	13
Garages 26-40 Great Plumtree	15
Garages 41-66 Great Plumtree	26
Garages 67-70 Great Plumtree	0
Garages 60-74 Halling Hill	15
Garages 1-6 Hare Street Springs	0
Garages 1-20 Herons Wood	20
Garages 1-26 Hollyfield	26

Garages 36-49 Hollyfield	14
Garages 58-75 Hookfield	18
Garages 76-111 Hookfield	21
Garages 93-107 Kingsland	15
Garages 108-116 Kingsland	9
Garages 43-70 Ladyshot	0
Garages 1-2 Latton House	2
Garages 37-50 Little Brays	14
Garages 92-101 Long Ley	10
Garages 33-38 Longbanks	6
Garages 39-59 Longbanks	21
Garages 60-63 Longbanks	4
Garages 64-69 Longbanks	0
Garages 70-75 Longbanks	6
Garages 76-81 Longbanks	6
Garages 89-93 Longbanks	5
Garages 35-37 Lower Meadow	0
Garages 38-46 Lower Meadow	0
Garages 47-53 Lower Meadow	0
Garages 54-56 Lower Meadow	0
Garages 57-72 Lower Meadow	0
Garages 73-82 Lower Meadow	0
Garages 19-28 Milwards	0
Garages 54-59 Nicholls Field	0
Garages 1-11 North Grove	0
Garages 26-33 Northbrooks	4
Garages 68-75 Northbrooks	5
Garages 40-45 Orchard Croft	0
Garages 1-20 Pennymead	0
Garages 107-116 Pennymead	0
Garages 1-15 Purford Green	15
Garages 30-46 Purford Green	17
Garages 1-12 Quarry Spring	12
Garages 17-20 Quarry Spring	0
Garages 21-31 Quarry Spring	11
Garages 17-36 Rectory Wood	20
Garages 49-53 Rectory Wood	5
Garages 12-24 Risdens	0
Garages 25-37 Risdens	13
Garages 38-50 Risdens	0
Garages 51-63 Risdens	13
Garages 39-67 Rivermill	29
Garages 133-142 Rivermill	10
Garages 29-49 Rushes Mead	21
Garages 9-17 Slacksbury Hatch	9
Garages 21-26 & 78-83 Spring Hills	12
Garages 17-21 Stackfield	5
Garages 17-50 Tany's Dell	0

Garages 28-41 The Downs	14
Garages 54-65 The Readings	12
Garages 66-78 The Readings	13
Garages 1-12, 54-63 Upper Mealines	20
Garages 1-11 Waterhouse Moor	0
Garages 12-24 Waterhouse Moor	13
Garages 52-75 Waterhouse Moor	24
Garages 124-141 Westfield	0
Garages 142-162 Westfield	0
Garages 175-185 Westfield	0
Garages 202-236 Willowfield	35
Garages 237-239 Willowfield	3
Garages 240-271 Willowfield	32
Garages 213-214 Brocklesmead	2
Garages 72-81 Chippingfield	0

## APPENDIX 6

### The practicalities of transfer from HRA to General Fund

#### Introduction

1. Having completed a stock condition survey of housing dwellings and moved towards the achievement of decent homes for all property it seemed a natural progression for the Housing Service to undertake a similar exercise for its 8000 council garages and to refresh its Garage Strategy.
2. This work brought a renewed question about the feasibility of transferring all or part of the garage stock to the General Fund since, over the years, many occupants of garages are now non-Council housing tenants. There was a concept that garages are net income generating and would assist in the balancing of a General Fund which faces ongoing reductions in grant, in stark contrast to the Council's Housing Revenue Account which has a sustainable income stream from dwelling rents. Also, other Councils have looked at the transfer of garages for similar reasons.
3. Extending the stock condition survey from identifying investment need to the obtaining of a professional valuation for each garage block seemed the next logical step. This data allows for modelling of financial data to consider the transfer of garage stock.

#### Garage stock valuations (September 2014)

4. Savills were appointed to carry out a full valuation of garage sites using the data which became available for the first time through the Stock Condition Survey. The total valuation given for all 7983 garages was £21,481,100 as at 1 April 2014. The sites classified as 'retain and invest', 6428 garages, were valued at £19,632,000.
5. The table below shows the respective changes in valuation, referred to as impairment.

Table 1: Valuation Data

	Buildings	Land	Total
Valuation by Savills	£5,370,275	£16,110,825	£21,481,100
Book Value of garages at 31.3.14	£29,563,710	£15,827,205	£45,390,915
(+) Revaluation /	(-)£24,193,435	(+)£283,720	(-)£23,909,815

(-) Reduction / Impairment			
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6. Where impairment (reduction in value) of HRA non dwellings assets occurs this would be a direct charge to the Income and Expenditure Account except where a Revaluation Reserve (RR), for previous increases in values, exists. The table below confirms that the Council holds a substantial Revaluation Reserve so would not be subject to an adverse effect on HRA balances.

Table 2: No adverse effect on HRA from impairment			
	Buildings	Land	Total
Impairment	(-)£24,193,435	0	(-)£24,193,435
(RR) Revaluation Reserve at 31.3.14	(-)£33,731,258	(-)£4,777,753	(-)£38,509,011
Is impairment less than RR?	Yes	N/A	

7. The exercise demonstrates that with or without transfer of the majority of garages to the GF the statutory charge for depreciation of non dwellings from the HRA to the Major Repairs Reserve will also reduce. This is illustrated in the table below: Savills have informally given a remaining useful life of garages as 30 years.

Table 3: Non Dwellings depreciation charge to MRR			
	Book Value of garages at 31.3.14	Valuation by Savills	
Value	£29,563,710	£5,370,275	Assuming no appropriation of
Remaining	5	30	

Useful Life			garages to the General Fund
Statutory transfer to MRR	£5,912,742	£179,009	

### **Powers to transfer garages to the General Fund**

8. Transfer of garages, either in whole or part, is permissible by reference to:
  - a. Local Government Act 1972 section 122: this gives general power of appropriation;
  - b. Housing Act 1985, section 19(2): which states that land other than that which consists of a house or part of a house may be appropriated for any purpose; and,
  - c. Housing Act 1985 section 12: which states that land no longer used for purpose originally intended once requiring Secretary of State consent to transfer.
9. The Council has confirmed that Secretary of State approval is not required to transfer garages and that the Council's external auditors are satisfied with the proposals made.

### **Other considerations**

10. Officers have considered carefully various options for transfer. These include the transfer of all garages to the General Fund; the transfer of all garages to the General Fund except those rented by tenants; and, the transfer of all garages to the General Fund rented to non-Council housing tenants. Officers have concluded that the latter course of action is the most reasonable.
11. Independent advice supports the transfer of garages let to non-Council housing tenants, citing the guidance given in Circular 8/95, issued by the then Department of Environment in 1995: "*14. Where an authority has a policy of letting, on a long-term basis, blocks of HRA garages to people who are not HRA tenants, the authority should consider appropriating the garages from Part II of the 1985 Act and accounting for them in the General Fund. The Department considers that, where tenants do not have the opportunity to rent the garages in a block, the provision of those garages does not form part of an authority's housing function.*"
12. A technical, but fundamental, financial consideration is the charge which could be made to the General Fund in respect of the Minimum Revenue Provision. This is a statutory charge for the use of capital within the General Fund, which does not apply to the Housing Revenue Account.

Officers have considered guidance given in respect of MRP and concluded that there is no overall effect on the Council's overall Capital Financing Requirement and that expenditure on garages was incurred before 1 April 2008, the date when new regulations came into force. Our treasury management advisors have agreed

13. Advice was sought from our treasury management advisors, who concluded: *"I can confirm that I am in agreement with your proposed treatment. As you point the impact on the overall CFR of the Council will be Nil and the capital costs relating to the assets in question will have been financed in the past therefore to make MRP on this due to the transfer from the HRA to the GF would not be required".*
14. It should be noted that MRP would be charged to the General Fund in respect of ongoing investment. By way of illustration, for every £1m expended this will create an annual ongoing charge of £33,000.

#### **Interpretation**

15. The preferred option would transfer 3581 garages to the GF. This would, in 2015/16, create a net surplus of £593,000 to the GF, and a net deficit to the HRA of £615,000. This is set out in the Annex below.

#### **Conclusion**

16. It is recommended that garages occupied by non-Council housing tenants are transferred to the GF with effect from 1 April 2015.

Annex

**Transfer garages let  
to non tenants**

Statistics

Number of garages	3581
of which relates to empty garages	0
Valuation (£m)	10.937
of which relates to buildings not land	2.734
expressed as a percentage (%)	25.00%
Remaining Useful Life (yrs)	30

Expenditure

Management Costs (£m)	0.082
Garage Repairs etc (£m)	0.682
Overheads (£m)	<u>0.112</u>
Total (£m)	<u><u>0.876</u></u>
Income	
Gross Income (£m)	-1.557
Voids (£m)	<u>0.000</u>
Net Income (£m)	<u><u>-1.557</u></u>

GF	HRA
£m	£m

Transfer of Garages adjusts CFR	10.937	-10.937
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Transactions

Interest on CFR (at 0.47%)	0.066	-0.066
Depreciation charge to MRR		-0.091
Capital Programme: additional DRF		0.091
Depreciation charge to GF	0.091	
Depreciation charge reversed through MIRS		-0.091
Minimum Revenue Provision	0.022	
Garage expenditure	0.876	-0.876
Garage income		1.557
<b>Cost / (Saving)</b>	<b>-0.593</b>	<b>0.615</b>