



**North East
Derbyshire**
District Council

Appendix 2



DRAFT

Garage Site Review and Option Appraisal Process

DRAFT Version 1.3 October 2019

Garage Site Review and Option Appraisal Process

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Garage Site Review and Option Appraisal Process

1. Introduction

- 1.1. This process has been developed to support the delivery of the Residential Parking Strategy.

2. Options for the Future use of the Sites

- 2.1. This process provides a framework for Rykneld Homes Limited (RHL) and North East Derbyshire District Council (NEDDC) to review its garage sites, complete an option appraisal and make recommendations about future use.

- 2.2. The potential options considered will include:

- Dispose of the garage site to fund parking improvements to the locality
- Demolish the garages and retain the site as level car parking
- Retain garages where they demonstrably support local parking solutions
- Demolish the garages and build new housing
- Demolish the garages and redevelop the site for alternative use
- Demolish garages and incorporate into surrounding properties gardens to reduce grounds maintenance and engineering costs.

3. Review of the Sites – Option Appraisal

- 3.1. In order to achieve the best outcomes and to fully understand the impacts of decisions and the interdependencies an option appraisal will be complete. The template option appraisal is attached as **Appendix 1**, it has four key parts:

- Tenancy, Demand and Income Review
- Site Management Review
- Condition and Investment Review
- Development Appraisal.

4. Tenancy, Demand and Income Review

- 4.1. The purpose of this desktop review is to assess:

- The garages' letting history
- Leases giving access to the site
- Income from the site
- Demand for site information (waiting list numbers).

5. Site Management Review

- The garages' management history (crime, anti-social behaviour, etc)
- The parking issues in the area
- Potential prescriptive easements, boundary issues identified from site inspection.

6. Condition and Investment Review

- 6.1. For each garage site, a survey will be carried out to establish the condition of the garages and the likely cost of bringing them up to the Lettable Standard and maintaining them at that standard in the future.
- 6.2. In order to inform the stock investment decisions, a schedule of works will be drawn up for each garage site and estimates produced.
- 6.3. Asbestos content will be identified and assessed against legislative requirements.

7. Development Appraisal

- 7.1. An initial appraisal will be made of each site's potential for redevelopment, taking into account issues that might constrain or support redevelopment such as:
 - Access to the site (width)
 - Prescribed access rights (where an adjacent owner has historically used an access to the site and gained a legal right)
 - Topography and the layout of the site
 - Ownership of adjoining properties and land
 - Planning and Highways concerns (including density, overlooking, car parking, etc)
 - The housing need in the area.
- 7.2. Where the initial appraisal suggests that redevelopment of the garage site is possible, and it is considered that redevelopment of the site will offer a good option for the future use of the site, feasibility drawings may be obtained.
- 7.3. The feasibility drawings will enable RHL to obtain an early indication from Planning and Highways of any likely issues for consideration.

8. Consultation and Decision Making

- 8.1. As the garages and garage sites are owned by NEDDC, but managed and maintained by RHL, it is essential that a robust and efficient process is put in place to consider, determine and approve the way in which each garage site is to be used in the future.
- 8.2. When RHL has completed its review of a garage site and consulted with the local District Councillors, it will produce a business case that includes a set of recommendations in relation to the proposed future use of the garage site.
- 8.3. The business case will be submitted to NEDDC for consideration.

- 8.4. If the business case recommends a garage site's change of use, for example, for new affordable housing – the business case and recommendations will be submitted to NEDDC's Cabinet for approval.
- 8.5. If the business case does not recommend a garage site's change of use, RHL will implement the recommendations following consultation with NEDDC's Asset Management Group.
- 8.6. Where it is decided the garages will be demolished, RHL will work with the garage licensees as soon as possible. The licensees will be given at least four weeks' notice to vacate their garages and, if they are local, they will be offered another garage in the area if one is available. The sale receipt will be used to re-provide the parking provisions for displaced garage tenants and improve local parking provision.

9. Retaining and Repairing the Garages

- 9.1. Retention and repair are only likely to be recommended if the garage site is situated in an area where there is a high demand for garages (due perhaps to local parking issues) and garages are the best local parking solution.
- 9.2. Where it is decided that the garages will be retained and brought up to the Lettable Standard, licensees will be advised of the programme in order that they can make alternative arrangements while the works are taking place.
- 9.3. For each garage that is to be retained, a Conditions Survey will be carried out and a Schedule of Works produced. These will identify the works that are needed to bring the garage up to the Lettable Standard.

10. Demolition and Provision of Replacement Parking

- 10.1. The demolition of the existing garages and the provision of replacement parking may offer a good and cost-effective option where the garages are in an area where, despite the low demand for garages, there is not enough available parking and the existing Council garages are unsightly and/or uneconomic to repair. Parking options will also take into account local amenities and schools to provide positive solutions to areas with traffic congestion.
- 10.2. In such instances – especially where it involves the loss of an income stream – the business case will need to demonstrate the community benefits of such an option, such as the removal of an eyesore, the reduction of crime and anti-social behaviour and/or the savings that will be achieved on repairs and maintenance.

11. Demolition and the Provision of New Housing

- 11.1. Given the demand for housing in North East Derbyshire, every garage site will be assessed to establish whether or not it has the potential to be redeveloped to provide additional housing for rent, sale, shared ownership or private development/sale.
- 11.2. In such instances, the business case will need to demonstrate why this is the best option and how the construction of the new homes could be funded.

12. Disposal of Garage Sites

- 12.1. Disposal of a garage site may be appropriate, for example, where there is low demand and the site is unsuitable for new housing development. This could include sale to an adjacent owner-occupier or incorporated in the tenancy of a customer.
- 12.2. In such instances, the business case needs to demonstrate this is the best option, including any subsequent savings in ground maintenance, engineering and repair/management costs.

13. Contact

Rykneild Homes Ltd
Pioneer House
Mill Lane
Wingerworth
Derbyshire
S42 6NG

Tel: 01246 217670

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Garage/Plot Site Option Appraisal

Site Name: _____

Town/Village: _____

<p><i>Insert: Site Plan Photos Satellite Image</i></p>
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Tenancy, Demand, Income Review – to be completed by IT

Number of Garages	
Number Occupied	
Number Vacant	
Number of Plots	
Number Occupied	
Number Vacant	
Number on Waiting List for Site	
Number of Licences	
Garage Rent	£6.50 per week, £338 per annum
Plot Rent	£2.50 per week, £130 per annum
Annual Income from Site (occ' x rent)	
Current Arrears	

Site Management Review – to be completed by H&S

Site/Open Housing Anomalies	
Potential Easements by Prescription – (legal advice required) Details of location and number of residents and tenants with an access to the site	
Known parking issues on surrounding estates	
Other information/ considerations	

Condition and Investment Review – to be completed by Property Services

Condition of garages from visual inspection	
Garage Asbestos Content	
Condition of plots from visual inspection	

Plot Asbestos Content	
Repair/Plot investment required	

Development Appraisal – to be completed by Regeneration Manager

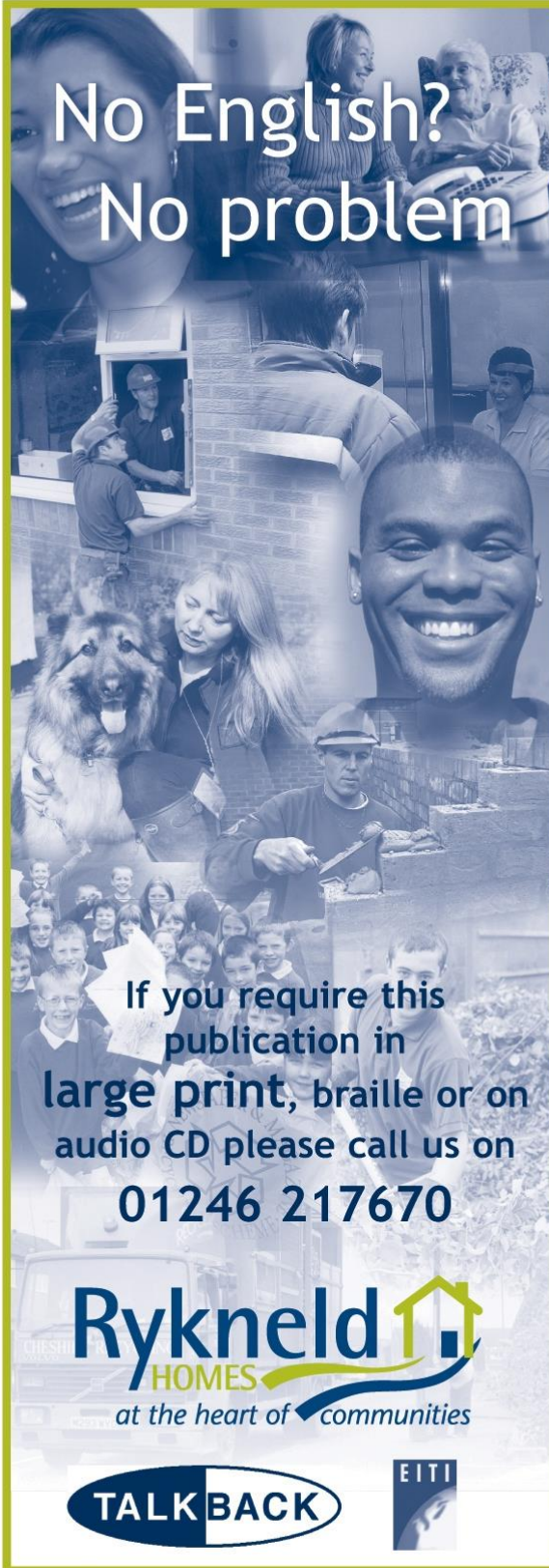
Width of site access, size of site (sq metres)	
Number of potential build plots (attach design if available)	
Repayment period for investment (repairs)	
Potential sale receipt	
Tenure proposed – social, affordable, shared, sale	
Other considerations including adjacent site development	

Recommendation by Garage Project Group

Sale for development/ proposal to reinvest sale receipt	
Invest/repair garages	
RHL to develop houses	
Other considerations/ recommendations	

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