

Meeting of:	Cabinet
Date of Meeting:	Monday, 17 June 2019
Relevant Scrutiny Committee:	Healthy Living and Social Care
Report Title:	South Lodge, Windsor Gardens, Penarth
Purpose of Report:	To seek approval to widen the commercial opportunity available at South Lodge at Windsor Gardens in Penarth.
Report Owner:	Cabinet Member for Leisure, Arts and Culture
Responsible Officer:	Miles Punter - Director of Environment and Housing Services
Elected Member and Officer Consultation:	<p>Operational Manager - Property</p> <p>Committee Reports - Legal</p> <p>Team Leader Performance and Commercial Opportunities</p> <p>Head of Neighbourhood Services and Transportation</p> <p>Operational Manager - Performance and Policy</p> <p>Operational Manager - Accountancy</p> <p>Accountant – Environment and Housing Services</p> <p>Neighbourhood Services Manager</p>
Policy Framework:	This is a matter for Executive decision by Cabinet
<p>Executive Summary:</p> <ul style="list-style-type: none"> • South Lodge in Windsor Gardens, Penarth was previously identified as an asset which could be disposed of as part of an Asset Management Review considered by Cabinet in July 2015. Work has been undertaken under delegation to the Director of Environment and Housing to explore a range of potential uses. • In January 2018, Cabinet approved proposals to progress a range of commercial opportunities in the Council’s parks. South Lodge was identified as being suitable for a catering operation. The report delegated authority to the Director of Environment and Housing to undertake a marketing exercise for South Lodge based on a catering use. • In order to market the building, a compliant EPC (Energy Performance Certificate) was required. Works to ensure at least a minimum EPC rating to be able to market the building have recently 	

been completed.

- Throughout the intervening period, officers have identified that South Lodge may be suitable for a range of uses, including but not limited to a catering facility. As such, this report proposes that the asset is marketed for as wide a range of uses as the Council would consider appropriate in order to fully explore its potential.

Recommendations

1. That Cabinet declares South Lodge, Penarth as surplus to Council's current requirements.
2. That, subject to recommendation one, Cabinet approves the marketing and disposal (by way of lease) of South Lodge for the range of commercial uses outlined in this report.
3. That, subject to recommendations one and two, Cabinet delegate authority to the Monitoring Officer/Head of Legal and Democratic Services to prepare, complete and execute the appropriate legal documentation on consultation with the Director of Environment and Housing and the Cabinet Member for Healthy Living and Social Care to dispose of South Lodge via the most appropriate and cost effective lease arrangement.

Reasons for Recommendations

1. In order to market South Lodge and dispose of it by lease at the appropriate time.
2. To market the asset for a range of appropriate uses.
3. To enable the disposal, via lease, to be completed.

1. Background

- 1.1 South Lodge in Windsor Gardens, Penarth was previously identified as an asset which could be disposed of as part of an Asset Management Review considered by Cabinet in July 2015. Work has been undertaken under delegation to the Director of Environment and Housing to explore a range of potential uses.
- 1.2 A subsequent report to Cabinet (Minute C197 refers) authorised the Director of Environment and Housing Services to undertake a marketing exercise for South Lodge in Windsor Gardens as a commercial catering opportunity.
- 1.3 This Report seeks approval from Cabinet to declare South Lodge as surplus to the Council's requirements and proposes marketing for a range of uses. Appendix A provides a site plan setting out the area that is proposed to be declared surplus.

2. Key Issues for Consideration

- 2.1 To enable South Lodge to be marketed an energy performance certificate (EPC) was required to a minimum 'E' standard. Works have been completed at South Lodge to enable a minimum EPC of 'E' to be achieved.

- 2.2 Whilst this work has been completed, the officer working group considering proposals for commercial opportunities in parks have identified that there could be opportunities in addition to catering for South Lodge.
- 2.3 Any future development proposals for South Lodge will need to respect its “County Treasure” status, preserve and enhance the Penarth Conservation Area and the adjoining Grade II listed Windsor Gardens. Additionally, any future use of the Lodge would need to be sensitive to the amenity of the adjoining residential area and maintain public access to Windsor Gardens. A range of uses could be made by a future tenant for the asset. These include Residential Visitor accommodation, Tea Rooms/Gallery Space, Appropriate Community uses, Tourism related uses and Appropriate Office Uses.
- 2.4 Given the views South Lodge benefits from and the potential uniqueness of being a park keepers cottage it could have significant appeal in a range of markets. It is not proposed to invite proposals to turn South Lodge into a residential home.
- 2.5 For this reason, it is recommended that South Lodge be advertised as a commercial opportunity without limiting it to catering uses as being the only opportunity that the Council would consider.
- 2.6 A marketing brief has been prepared and will be advertised via the Council’s website and promoted via social media. Bidders will be invited to submit proposals based on a lease period of ten years.

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1 The letting of the building via lease will help to ensure its longer term viability. In addition these proposals form a part of the Reshaping Services Programme and will contribute to the delivery of the strategy in Neighbourhood Services and Transport as well as the Council’s Income Generation and Commercial Opportunities work. Improved use of the building will reduce the risks of the building being vandalised and of falling into disrepair.
- 3.2 The Council has had a number of enquiries regarding the future of South Lodge and this involvement has been reflected in proposals to widen the scope of possible uses that could be put forward and considered within the tendering process. The proposals have been designed so as to enable potential collaboration between the Council and a third party. Development at South Lodge will assist in preserving this valuable asset for future generations whilst also providing another facility within the County.

4. Resources and Legal Considerations

Financial

- 4.1 The disposal via lease of South Lodge presents the opportunity to generate a revenue stream for the Council.
- 4.2 Resources will be required to prepare, advertise and evaluate tenders and a small cross-directorate working group has been established to manage the process. This will be met from within the existing budgets.

Employment

- 4.3 There are no employment issues directly associated with this report.

Legal (Including Equalities)

- 4.4 It is recommended that Cabinet delegate authority to the Monitoring Officer/Head of Legal and Democratic Services to prepare, complete and execute the appropriate legal documentation to dispose of South Lodge via lease in line with the requirements of Section 123 Local Government Act 1972 to obtain the best consideration reasonably obtainable and for the general fiduciary duty of the Council. The Property will be advertised openly and bids will be assessed against set criteria outlined out in the tender documents.

5. Background Papers

[https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/minutes, agendas and reports/reports/cabinet/2015/15-07-27/Jones-Lang-LaSalle-Asset-Management-Review.aspx](https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/minutes,_agendas_and_reports/reports/cabinet/2015/15-07-27/Jones-Lang-LaSalle-Asset-Management-Review.aspx)

https://www.valeofglamorgan.gov.uk/Documents/_Committee%20Reports/Cabinet/2017/18-01-22/reports/Parks-Open-Spaces-Reshaping-Commercial-Catering-Opportunities-Phase-1-Cabinet-Report.pdf

PLOT FOR POTENTIAL LEASE



4M off building wall

South Lodge

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	The Vale of Glamorgan Council	
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