

## Breckland Council - Small Sites - Process

### Breckland Bridge initial process

Breckland Bridge reviews the small sites owned by Breckland Council as per the Breckland Bridge Business Plan. The review is undertaken via a programme of batches of sites. The sites are categorised into one of three categories: 1) intervention, 2) immediate disposal, and 3) hold. This information is then shared with Breckland Council for their internal process to commence.



**1) Intervention** – small sites that are deemed to have potential for planning permission

**2) Immediate Disposal** – small sites that are deemed to have no strategic or operational requirement

**3) Hold** – small sites that are deemed to have strategic or operational importance



**Breckland Council internal process**



**Site Due Diligence** – undertake internal checks, history, acquisition, current purpose and use and any restrictions as to its future use i.e. maintained under the Open Spaces Act 1906.

**Valuation** – An independent Surveyor is appointed to value the land to ensure that Breckland Council is getting best value.

**Internal consultation** – comments/views from various services/officers inc planning, environmental services, finance etc.

**Ward Member and Parish/Town consultation** – views/comments from Ward Members and Parish Council. Ward Members to also share any views or comments of their constituents.



**Delegated Decision Prepared** – all information is collated, analysed and a report prepared. Appendices to the report include plans, financial report, and valuations. This is reviewed by the portfolio holder. Options for decision may include, but are not limited to, disposal at auction, disposal to a community, retain, or seek alternative uses.



**Ward Member notified of Delegated Decision** - Ward Member(s) of the affected areas are sent the report and notified that the portfolio holder is about to make a decision.



**Delegated decision signed** – If the report is approved, it will be published and shared with all Ward Members. All decisions are subject to a 5 day call in period.



**Action decision** – The decision taken by the report is then actioned.