

1.

IDENTIFY PROPERTY/FACILITY FOR REVIEW

Council-owned property or facility is identified as a potential surplus asset.

2.

SURPLUS PROPERTY ASSESSMENT (SECTION 4.1)

- Service delivery requirements
- Future demand & population trends
- Community outcomes
- Strategic planning considerations
- Alternative Council uses
- Redevelopment opportunities
- Cultural & heritage values
- Financial implications

RETAIN ASSET

Continue to manage through asset lifecycle planning.

NO

Is the
property
surplus?

YES

3.

STRATEGIC, CULTURAL & LEGAL ASSESSMENT (SECTION 4.2)

- Contribution to Council outcomes
- Historical, cultural & heritage values
- Mana whenua interests
- Māori land connections
- Acquisition history & significance
- Legal, statutory & Treaty obligations
- Strategic considerations

4.

MANA WHENUA ENGAGEMENT (WHERE RELEVANT)

Engage with affected iwi or hapū to understand significance, opportunities & constraints.

5.

COUNCIL DETERMINES DISPOSAL PATHWAY (SECTION 4.3)

Consider strategic priorities, community outcomes, financial implications, cultural & historical considerations, legal obligations, mana whenua interests & best public value.

COMPLETE DUE DILIGENCE (SECTION 7)

- Legal & statutory matters
- Contractual commitments
- Independent market valuation
- Acquisition & ownership
- Commercial assessment

STRATEGIC DISPOSAL (SECTION 8)

Used where disposal contributes to a specific & established Council outcome.

CONFIRM STRATEGIC OUTCOME

- Housing or papakāinga
- Economic development
- Community development
- Land rationalisation
- Infrastructure delivery
- Environmental outcomes
- Māori development
- Other Council priority

INDEPENDENT VALUATION & BUSINESS CASE

Identify benefits, implications & why an ordinary disposal would not achieve the same or better outcome.

COUNCIL APPROVAL

Following required analysis & due diligence

APPROVED DISPOSAL METHOD OPTIONS

- Mana Whenua right of first refusal approach
- Negotiated sale
- Partnership arrangement
- Development agreement
- Land exchange
- Transfer
- Conditional disposal
- Other approved mechanism

ORDINARY SURPLUS PROPERTY DISPOSAL (SECTION 9)

Used where no strategic outcome has been identified & the property is no longer required.

MANA WHENUA RIGHT OF FIRST REFUSAL APPROACH (SECTION 9.2)

Standard response period 60 working days (unless otherwise approved)

IF MANA WHENUA RIGHT OF FIRST REFUSAL APPROACH NOT EXERCISED, DETERMINE DISPOSAL METHOD (SECTION 9.4)

- Public auction
- Expression of interest
- Public tender
- Private treaty
- Other Council-approved method

COUNCIL APPROVAL

As per Delegations Register.

PROPERTY DIVESTED

Complete transaction & meet all legal, contractual & policy requirements.

RECORD KEEPING & REPORTING (SECTION 13)

- Update divestment register
- Record valuation & approvals
- Report through asset management & financial reporting processes

POLICY PRINCIPLES APPLY THROUGHOUT

Strategic Alignment

Support Council's strategic objectives & long-term planning.

Community Outcomes

Consider current & future community needs & benefits.

Best Public Value

Achieve the greatest overall value for the community & council.

Transparency & Accountability

Evidence-based decisions & open processes.

Legal Compliance

Meet all statutory, contractual & governance obligations.

Strategic & Cultural Considerations

Recognise historical, cultural & mana whenua interests.