



**Essex Police, Fire and Crime Commissioner Fire and Rescue  
Authority**

**Decision Report**

**Please ensure all sections below are completed**

**Report reference number:** 020/21

**Government security classification** Not protectively marked but subject to redaction

**Title of report:** Day Crewing Houses – Sale of Surplus assets  
- [REDACTED]

**Area of county / stakeholders affected:** Countywide

**Report by:** Maria Edwards (Property Services Administrator)

**Date of report:** 22 February 2021

**Enquiries to:** Maria Edwards (Property Services Administrator)

**1. Purpose of the report**

- To seek approval for the sale of [REDACTED]

**2. Recommendations**

- To proceed with the sale of [REDACTED] for the sum of £307,046 with a completion date of 31 March 2021.
- To sign attached Engrossment Contract and TP1 in order to formalise the sale document and transfer legal ownership to the buyer.

**3. Benefits of the proposal**

The proposal disposes of [REDACTED], which is surplus to Essex County Fire and Rescue Service requirements and provides a substantial capital receipt.

#### **4. Background and proposal**

The service owns a number of properties that have been used for day crew housing.

The property is deemed to be surplus to Essex County Fire and Rescue Service requirements and under decision sheet 011-20 was approved to be listed for sale. The property valuation as at 31 March 2020 was £310,000.

Three Estate agents were approached for quotes for the fees associated with selling of the day crew properties listed under decision sheet 011-20. The fees quoted were consistent for each of the Estate Agents and therefore the properties listed for sale were split amongst the Estate Agents, so that we were not solely reliant upon 1 Supplier.

One offer was made on the property for £307,046 and this offer was accepted.

#### **5. Alternative options considered and rejected**

The Commissioner could decide to reject the offers and return the property to the market, however, given the amount of the offer this option is not recommended.

#### **6. Strategic priorities**

The sales of these properties is as a result of these properties becoming surplus to requirements as the Service's operating model has changed. This is in line with the 2016-2020 IRMP, 2020–2024 IRMP and enables delivery of the priorities set out in the 2019-2024 Fire and Rescue Plan.

Plans to sell surplus day crewing housing have previously been communicated:

- As part of the benefit realisation of the day crewed conversion programme
- Within paragraph 60 of the 2020-21 budget paper which was approved by the Police, Fire and Crime Panel on the 6 February 2020.
- At the SLT Meeting on 26<sup>th</sup> May 2020 and the Strategic Board on 11<sup>th</sup> June 2020.

#### **7. Operational implications**

There are no adverse operational implications arising from these sales.

The proceeds from the sales will provide capital receipts to fund other transformation or capital projects in line with the priorities set out in the Fire and Rescue Plan 2019-2024.

#### **8. Financial implications**

The property has followed a robust marketing process, with an offer being received which was £2,954 below the 2020 valuation.

Given the process followed, it is recognised that the offer reflects the current market conditions and as such is in the best interest of the Authority to accept.

While we could go out to market again, this would delay the sale of the property and in receiving the capital receipt, with no guarantee that we achieve a better price. We would also incur additional costs, most notably in respect to legal fees.

The Capital receipts arising will be allocated to the Capital Receipts Reserve after deduction of allowable disposal costs associated with conveyancing and marketing.

The sale of the day crew housing will be reported in the monthly Finance report that is included within the Performance and Resources Board.

**9. Legal implications**

Legal representation for the conveyancing would be required.

**10. Staffing implications**

There are no staffing implications, as staff have already vacated this property.

**11. Equality and Diversity implications**

There are no Equality and Diversity Implications.

**12. Risks**

There was a risk that Covid 19 has an adverse effect on the property market, and therefore it has a potential impact on the expected sales proceeds and timing of the sales. However, the offer for this property and the valuation provide reassurance that this has not be the case.

**13. Governance Boards**

At the SLT meeting on the 26 May 2020, it was agreed by the SLT that:

- The listed day crewed houses were deemed to be surplus assets.
- The surplus assets should be sold.

The paper was progressed, as per governance arrangements, to the Strategic Board on 11 June 2020 where the board supported the recommendations.

**14. Background papers**

*Decision Sheet 011-20*

**Decision Process 020-21**

**Step 1A - Chief Fire Officer Comments**

(The Chief Fire Officer is asked in their capacity as the Head of Paid Service to comment on the proposal.)

.....I support this recommendation.....



Sign: .

Date:... 10/3/21.....

**Step 1B – Consultation with representative bodies**

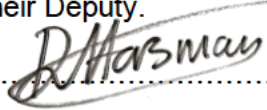
(The Chief Fire Officer is to set out the consultation that has been undertaken with the representative bodies)

N/A

**Step 2 - Statutory Officer Review**

The report will be reviewed by the Essex Police, Fire and Crime Commissioner Fire and Rescue Authority's ("the Commissioner's") Monitoring Officer and Chief Finance Officer prior to review and sign off by the Commissioner or their Deputy.

Monitoring Officer

Sign: .....

Print: Darren Horsman.....

Date: 27.4.2021.....

Chief Finance Officer

Sign:



Neil Cross

Date: 10/03/21

**Step 3 - Publication**

Is the report for publication?      **YES**

**If 'NO', please give reasons for non-publication**

.....publication after the sale.....

If the report is not for publication, the Monitoring Officer will decide if and how the public can be informed of the decision.

**Step 4 - Redaction**

If the report is for publication, is redaction required:

- |   |                   |                     |
|---|-------------------|---------------------|
| 1 | Of Decision Sheet | YES                 |
| 2 | Of Appendix       | NOT FOR PUBLICATION |

If 'YES', please provide details of required redaction:

Address of property to be redacted throughout

Engrossment contract and TP1 not to be published as they are commercially sensitive

Valuation Report not to be published as it is commercially sensitive.....

Date redaction carried out: 4 May 2021.....

If redaction is required, the Chief Finance Officer or the Monitoring Officer are to sign off that redaction has been completed.

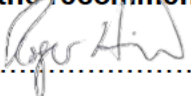
Sign: .....  .....

Neil Cross

Print: .....

**Step 5 - Decision by the Police, Fire and Crime Commissioner or Deputy Police, Fire and Crime Commissioner**

I agree the recommendations to this report:

Sign: .....  ..... (PFCC / DPFCC)

Print: ... ROGER HIRST.....

Date signed: 4 May 2021.....

I do not agree the recommendations to this report because:

.....  
.....