

Essex Fire Authority

Essex County Fire & Rescue Service



MEETING

AGENDA ITEM

Policy and Strategy Committee

6

MEETING DATE

REPORT NUMBER

11 January 2017

EFA/003/17

SUBJECT

Kelvedon Park Office Accommodation

REPORT BY

Mike Clayton - Finance Director & Treasurer

PRESENTED BY

Mike Clayton - Finance Director & Treasurer

SUMMARY

This paper seeks approval for the Authority to allow the Office of the Police and Crime Commissioner to occupy office accommodation at Kelvedon Park.

RECOMMENDATIONS

Members of the Policy & Strategy Committee are asked to:

1. Note the potential for alternative uses for the Kelvedon Park site;
2. Agree that the Office of the Police and Crime Commissioner may occupy office accommodation at Kelvedon Park;
3. Agree that the charges for the provision of the office accommodation and use of facilities will be on a cost sharing basis; and
4. Delegate approval to the Finance Director & Treasurer to agree the charges with the Office of the Police and Crime Commissioner.

BACKGROUND

In November the Committee was advised that as part of the collaboration reviews the potential for the Kelvedon Park site to be developed to provide office accommodation for the Police management team has been considered. Such a development would preclude the use of the site for the Fire Authority's Fleet Workshops. No decision or firm proposals have been made or developed at this point in time.

In advance of the development of these proposals a separate opportunity for the Office of the Police and Crime Commissioner (OPCC) to relocate to Kelvedon Park has been identified. This change would allow savings for the OPCC in their operating costs and the potential for a capital receipt from the sale of their existing offices in Chelmsford.

The proposal is linked to the development of a business case by the Police and Crime Commissioner to replace the fire authority's role in the governance of the fire and rescue service in Essex.

RISK MANAGEMENT IMPLICATIONS

The proposal will reduce the meeting room capacity within the Kelvedon Park site by 7 rooms. There is a risk that this could impact on activities, but this is not considered to be material as facilities are available at a number of other sites

FINANCIAL AND USE OF RESOURCES IMPLICATIONS

The extant agreements between fire and police for shared use of property are all on a cost sharing basis, with the costs of the property apportioned in accordance with the building area. It is estimated that a similar arrangement for Kelvedon Park would give an annual licence fee of around £76k per annum. Such a cost sharing approach ensures that neither public body profits from the arrangement.

LEGAL IMPLICATIONS

The legal basis will be a licence agreement rather than a formal tenancy. This approach is recommended to reduce costs and ensure that there is flexibility in the arrangements between two partner organisations.

ENVIRONMENTAL IMPLICATIONS

More intensive use of the Kelvedon Park site will ensure that the fixed environmental impacts of managing the building and ground are spread over a wider range of activities.

EQUALITY IMPLICATIONS

There are no direct equality implications from the proposal.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985	
List of appendices attached to this paper:	
List of background documents (not attached):	
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