

# ROYAL BERKSHIRE FIRE AUTHORITY



<b>COMMITTEE</b>	<b>AUDIT AND GOVERNANCE COMMITTEE</b>
<b>DATE OF MEETING</b>	<b>19 JULY 2021</b>
<b>SUBJECT</b>	<b>GUIDING PRINCIPLES FOR PROPERTY ASSET RELEASE</b>
<b>LEAD OFFICER</b>	<b>CONOR BYRNE, HEAD OF FINANCE AND PROCUREMENT</b>
<b>LEAD MEMBER</b>	<b>ANGUS ROSS, STRATEGIC ASSETS LEAD MEMBER</b>
<b>EXEMPT INFORMATION</b>	<b>NONE</b>
<b>ACTION</b>	<b>RECOMMENDATION TO MANAGEMENT COMMITTEE</b>

## 1. EXECUTIVE SUMMARY

- 1.1 The disposal of any property or land, deemed as surplus to requirements, is an important part of the Fire Authority's drive to create an efficient, fit-for-purpose and sustainable estate that meets future needs. This attached document sets out the principles to be adhered to with regard to property asset release.

## 2. RECOMMENDATION

That the Committee:

- 2.1 **RECOMMEND** that Management Committee approve the *Guiding Principles on Property Asset Release*.

## 3. REPORT

- 3.1 Whilst it is essential that the Authority manages its assets efficiently and effectively it is also important that it can evidence that this is the case to stakeholders.
- 3.2 Adherence to the *Guiding Principles on Property Asset Release* which is based on the seven Nolan Principles will ensure that transparency and objectivity can be demonstrated throughout any disposal process.

- 3.3 Along with openness and transparency, the guidance also highlights the importance of setting up a disposal team with the right mix of skills and experience to ensure a full consideration of all factors throughout the disposal process.
- 3.4 Any proposals for the disposal of property or land that come before Members will link explicitly to the *Guiding Principles* document. This will provide assurance and evidence that the disposal process is being conducted in line with best practice.
- 3.5 Finally, a draft of the *Guiding Principles* document was reviewed and commented upon by our internal auditors, RSM. Their suggestions around the recording of disposals and links to other corporate documents have been incorporated into the final document.

#### **4. CONTRIBUTION TO STRATEGIC COMMITMENTS**

- 4.1 Commitment 5 – We will ensure that Royal Berkshire Fire and Rescue Service provides good value for money.

#### **5. FINANCIAL IMPLICATIONS**

- 5.1 The Guiding Principles document is fully aligned to the Authority's revised Financial and Contract Regulations (November 2020).

#### **6. LEGAL IMPLICATIONS**

- 6.1 The Guiding Principles document is fully aligned to legislation that governs the disposal of local authority assets.

#### **7. EQUALITY AND DIVERSITY IMPLICATIONS**

- 7.1 There are no equality and diversity implications arising from this report.

#### **8. RISK IMPLICATIONS**

- 8.1 Good stewardship of the Authority's assets is only possible if the right governance is in place. The purpose of the *Guiding Principles* document is to reduce risk by ensuring that the highest behavioural standards are introduced and maintained during the disposal process in order to demonstrate best practice in managing valuable public sector assets.

#### **9. CONSISTENCY WITH DUTY TO COLLABORATE**

- 9.1 As part of any disposal process, the Fire Authority consults and works with a wide range of partners to ensure the best possible outcome for the public.

**10. PRINCIPAL CONSULTATION**

10.1 The Chief Fire Officer has been consulted on the contents of the report.

10.2 The Monitoring officer has been consulted on the contents of the report.

**11. BACKGROUND PAPERS**

11.1 None

**12. APPENDICES**

12.1 Appendix A – Guiding Principles for Property Asset Release

**13. CONTACT DETAILS**

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