

**POLICE AND CRIME COMMISSIONER (PCC) FOR LINCOLNSHIRE  
REQUEST FOR DECISION**

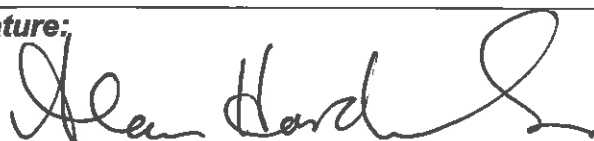
REF: 012 -2015  
DATE: 11 March 2015

<b>SUBJECT</b>	<b>LEASE OF NETTLEHAM CPO</b>						
<b>REPORT BY</b>	<b>ASSISTANT CHIEF OFFICER</b>						
<b>CONTACT OFFICER</b>	<b>Neal Rothwell, Head of Asset &amp; Facilities Management</b> <b>Tel 01522 558490</b>						
<p><b>EXECUTIVE SUMMARY AND PURPOSE OF REPORT</b></p> <p>The 2013/17 Estate Management Strategy includes the proposed disposal of a number of operational police premises. These were determined following a detailed decision conference with senior Police Officers in September 2013.</p> <p>The operational need for both the Nettleham CPO was subject to a further review in July 2014, by the Senior Leadership Team, whereat it was confirmed that the facility remains surplus to operational policing requirements and should be released from operational use.</p> <p>The table below details the current revenue running cost of the Nettleham CPO.</p> <p><b>Table 1 SUMMARY OF COST SAVINGS – Short term programme</b></p> <table border="1"> <thead> <tr> <th></th> <th><b>Property</b></th> <th><b>2013/14 Revenue Costs £'s</b></th> </tr> </thead> <tbody> <tr> <td align="center">1</td> <td>Nettleham CPO</td> <td align="center">£6,061</td> </tr> </tbody> </table> <p>The purpose of this report is to seek approval to lease the Nettleham CPO to the Nettleham Parish Council.</p>			<b>Property</b>	<b>2013/14 Revenue Costs £'s</b>	1	Nettleham CPO	£6,061
	<b>Property</b>	<b>2013/14 Revenue Costs £'s</b>					
1	Nettleham CPO	£6,061					
<b>RECOMMENDATION</b>	That Nettleham CPO be leased to Nettleham Parish Council for a term of 21 years on a peppercorn rent.						

**POLICE AND CRIME COMMISSIONER FOR LINCOLNSHIRE**

**I hereby approve the recommendation below relating to each property.**

**Signature:**



**Date:**

11/03/15

## **A. NON-CONFIDENTIAL FACTS AND ADVICE TO THE PCC**

### **A1. INTRODUCTION AND BACKGROUND**

1. The approved Estate Strategy, Property Proposals, indicated a number of properties no longer required or fit for operational use. These were determined following the consultation process that took place in 2013 and 2014 which included a Senior Leadership Team decision conference on the 4<sup>th</sup> September 2013 and the subsequent scrutiny and consideration of the Force Senior Leadership Team and Chief Officer Group. The consultation process was concluded at a meeting of the Chief Constable, Deputy Chief Constable and the Commissioner on the 4<sup>th</sup> December 2013.
2. The Senior Leadership Team agreed to categorise the estate into 3 categories, short, medium and long term. The short term category identifies property deemed surplus to requirements and available for disposal, or release, within 2014/2015. The medium term category identifies premises to be held for 3 years and to be reviewed in 2017 and the long term category identifies premises to be held indefinitely to be reviewed in 2021. The categories were reviewed again in the summer of 2014 to inform the 2014/18 Estate Management Strategy.
3. Community Impact Assessments (CIA) have been completed for each of the premises and are contained in Appendix 1. The release from operational service has been approved by the Senior Leadership Team and the CIA confirms that closure of the station(s) will have a negligible or no detrimental impact on Policing in the local community.
4. The Police & Crime Commissioner has subsequently reviewed the disposal programme and approved, in principle, the leasing of the Nettleham CPO to the Nettleham Parish Council..
5. This paper addresses the Nettleham CPO as it is contained in the short term category and seeks a decision in respect of the leasing of the premises to the Nettleham Parish Council. The running costs identified are based on the 2013/14 maintenance budget expenditure.
6. This following section provides a summary overview of the Nettleham CPO and includes specific background information in respect of the property along with a. Community Impact Assessment contained in Appendix 1.

## **1. Nettleham CPO, Scothern Rd.**

The property is freehold and comprises a small Community Police Office on a very small site. The property is of a standard design template consisting of a single office with a toilet, store kitchenette and a garage. In total 35 sqm on a 0.05 acre site.

The SLT have confirmed that the premises remain surplus to operational requirements and can be released from operational policing use. The CIA has recorded that there will be no negative impact on the delivery of policing in the village of Nettleham.

It is proposed that this property be transferred to the Parish Council on the basis of a 21 year lease on a peppercorn rent of £1.00 pa. The Police will retain the option to use the facility for meetings and ad hoc use, as agreed with the Parish Council. The Parish Council will establish the premises as their Parish Council Office and take responsibility for all repair and maintenance liabilities. The Force considers the Nettleham Parish Council to be a key partner and as a consequence of the joint occupancy the utilisation of the premises will be enhanced, as will the close working relationship of the Police and Parish Council. This proposal accords with the Lincolnshire Police Property Disposal Guiding Principles, section 1.4.1, 'The letting of property at less than best consideration to a third party, considered to be a 'Key Partner Agency', for the greater benefit of the community, demonstrating and supporting cohesive agency working'.

Force Solicitors have been appointed to complete the lease for PCC signature according to the agreed heads of terms.

Annual running cost	£5,321
Annual ICT cost	£740
Capital receipt	£0.0
(based on transfer to Parish Council)	

### **Recommendation**

To complete the transfer of the property to the Nettleham Parish Council on a 21 year lease at a peppercorn rent, as instructed by the PCC and Chief Constable.



## **A2. LINKS TO POLICE AND CRIME PLAN AND PCC'S STRATEGIES / PRIORITIES**

- 1 The estate disposal programme supports the Police & Crime Plan through the reduction of unnecessary cost incurred and thus supports the Police & Crime Plan objective to provide a 'fair deal for the people of Lincolnshire'.
- 2 The initiative to release unnecessary costs to be diverted to support front line policing also contributes directly to 'reducing crime' and providing 'Police services that are there when you need them'.
- 3 The transfer of premises to other public sector organisations (Parish Council) for community benefit, including flexible police use, supports community safety working and the sharing of public assets in support of strong local communities.

## **B. FINANCIAL CONSIDERATIONS**

Annual revenue saving of circa £6,061.00 pa, based on 2013/14 expenditure are anticipated. The rent demanded will be a peppercorn rent of a nominal £1.00 pa.

## **C. LEGAL AND HUMAN RIGHTS CONSIDERATIONS**

*[This should include the legal powers the PCC has for making the decision]*

Section 6 of the Police Act 1996 requires the Police & Crime Commissioner of Lincolnshire Police to secure the maintenance of an effective and efficient Police Force for its area.

The Police & Crime Commissioner of Lincolnshire Police may under Section 123 of the Local Government Act 1972 dispose of land held by it for a consideration not less than the best that can be reasonably obtained.

## **D. PERSONNEL AND EQUALITIES ISSUES**

None.

## **E. REVIEW ARRANGEMENTS**

Not required.

## **F. RISK MANAGEMENT**

The Senior Leadership Team (SLT) review of the estate, as part of the Estate Strategy development, in the context of operational policing needs concluded that the Nettleham CPO is surplus to requirements. The subsequent Community Impact Assessment confirms that the closure of the premises offers no risk to the standard of policing in the locations concerned.

## G. PUBLIC ACCESS TO INFORMATION

Information in this form along with any supporting material is subject to the Freedom of Information Act 2000 and other legislation. Part 1 of this form will be made available on the PCC's website within one working day of approval. However, if release by that date would compromise the implementation of the decision being approved, publication may be deferred. An explanation for any deferment must be provided below, together with a date for publication.

**Is the publication of this form to be deferred?** No

**If Yes, for what reason:**

**Until what date:**

Any facts/advice/recommendations that should not be made automatically available on request should not be included in Part 1 but instead on the separate part 2 form.

**Is there a part 2 form?** No

**If Yes, for what reason:**

**The detailed descriptions of property contain Restricted and 'commercial in confidence' information.**

## ORIGINATING OFFICER DECLARATION

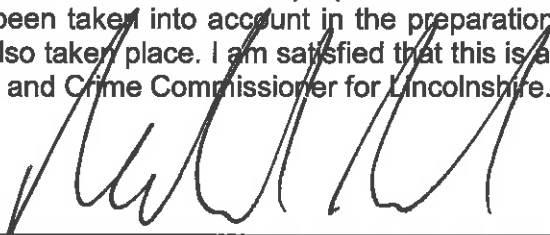
	Initial to confirm
Originating Officer: ACO Resources recommends this proposal for the reasons outlined above.	NO
Financial advice: The PCC's Chief Finance Officer has been consulted on this proposal.	JSF
The CC's Chief Finance Officer has been consulted on this proposal.	NR
Monitoring Officer: The PCC's Monitoring Officer has been consulted on this proposal	✓
Chief Constable: The Chief Constable has been consulted on this proposal	mk

## OFFICER APPROVAL

### **Chief Executive**

I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. Consultation outlined above has also taken place. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner for Lincolnshire.

**Signature:**



**Date:** 11/3/15

## APPENDIX 1

### Community Impact Assessments





## Lincolnshire Police

## Asset Disposal Community Impact Assessment

## ADDRESS OF PROPERTY AFFECTED AND IT'S CURRENT USE

**Nettleham CPO**, Scothern Road, Nettleham, LN2 2TU.

Used by CBM and local community policing team as a local police office and a drop in for passing residents to access policing services and advice.

## Summary of and anticipated tension Issues or impact

1. **Experienced** (how do the communities feel?)
2. **Evidenced** (what does our information tell us is happening?)
3. **Potential** (what might happen?)

The property is currently utilised by the Nettleham CPT, plus passing response officers if convenient. The opening times are sporadic and not advertised as staff are not permanently present at the location. During the consultation for the proposed custody centre at HQ, it was made clear to the local community that the police office would remain. Circumstances obviously change, and a potential community use for the station has been identified as a community library. It is not clear whether the police will fully vacate the premises or share at this stage. However, police headquarters is located a 5 minute walk away from the existing box, and therefore the local team could be relocated to HQ, as only a small office and locker space would be required. It is clear that the local parish council have been approached regarding these proposals, but it is not known how wide this knowledge is within the wider community at this time. There may be some friction to the closure of this location from the local community, given the issues experienced over the previous custody proposal, and undertakings given during this process. A careful communication process for this particular closure will be required to reaffirm Lincolnshire Police's commitment to the delivery of community policing, so as to mitigate the movement of officers to Headquarters.

## Summary of any action you would propose to take to mitigate the above

The message would be reinforced through local parish publications and a media strategy that the team had relocated to the main HQ, 5 minutes' walk away. Police Headquarters is well known in the local community. This should mitigate the effect of any closure of the local box, providing the team is accommodated in HQ. Realistically a sound argument can be built around the economics of not providing two policing locations within yards of each other, and the economic case of impact on council bills through efficient and effective use of resources can be built around this.

## Summary of any Consultation undertaken (Timed and Dated)

As no decision has yet been made, no consultation has been carried out by local policing teams until decision is reached. 1100 16/07/14.

1440 24/02/15 – Notification has been received that police box is to be transferred to Nettleham Parish Council, with the original date of 01/03/15 – this has now been deferred to 01/04/15. The transfer has been publicised within the local parish council minutes, which are widely circulated within the community. Officers based within the box are to be accommodated at Police HQ, so will still have a presence within the community they serve. It is therefore anticipated that the movement to HQ will have a negligible impact on the local community as policing delivery will not be adversely affected.

Forwarded to ACC (LP) by Inspector Simon Outen..

