

RECORD OF DECISION

TITLE: Crime Bureau Relocation

Ref: PCC/D/2018/07

EXECUTIVE SUMMARY

The Crime Bureau needs to relocate from its current location at Hindlip (known as the West Wing) to enable the relocation of the Fire and Rescue Service HQ. Chief Officers' preference is that the Crime Bureau only moves once and this should be into the OCC at Southwell House if possible.

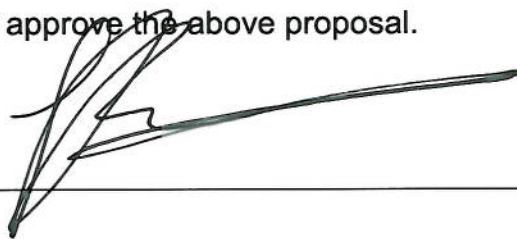
PROPOSAL

This proposal is to provide funding for new furniture and additional IT costs to enable the Crime Bureau to move into Southwell House earlier than planned, to facilitate the Fire and Rescue Services HQ move to Hindlip.

**APPROVAL OF
West Mercia Police and Crime Commissioner**

I hereby approve the above proposal.

Signed



PART 1 – NON-CONFIDENTIAL/EXEMPT FACTS AND FIGURES

SUPPORTING REPORT

The Crime Bureau needs to relocate from its current location at Hindlip (known as the West Wing) to enable the relocation of the Fire and Rescue Service HQ. Chief Officers' preference is that the Crime Bureau only moves once and this should be into Southwell House to maximise links with the OCC. A preferred option has been identified, with furniture and infrastructure costs, confirmation of Crime Bureau business continuity and timescales for such work to take place

The Crime Bureau's existing furniture is tired. Desking and chairs of the same type that have been already installed in Southwell House as part of the OCC will be required to maintain the overall working environment

To enable the move to happen, infrastructure on the old network will have to be temporarily installed as the OCC is being set up only for the new network capability. Some equipment will be moved from the current Crime Bureau location. The Crime Bureau will be operating on the old network only and will only move to the new network when SaabSafe is implemented. There will be no impact on the SaabSafe environment as a result of the move.

FINANCIAL COMMENTS

This work is estimated to cost approximately £120,000 in total. All efforts will be made to ensure value for money through procurement processes. These costs will be financed from the 2017/18 affordability envelope budget within the capital programme.

LEGAL CONSIDERATIONS

By virtue of schedule 11, paragraph 14 of the Police Reform and Social Responsibility Act 2011 the Police and Crime Commissioner may do anything which is calculated to facilitate, or is conducive or incidental to, the exercise of the functions of commissioner. That includes: entering into contracts and other agreements (whether legally binding or not) and acquiring and disposing of property (including land).

PUBLIC ACCESS TO INFORMATION

Information in this form is subject to the Freedom of Information Act 2000 (FOI Act) and other legislation. Part 1 of this form will be made available on the West Mercia Commissioner's website. Any facts and advice that should not be made automatically available on request are not included in Part 1 but instead in a separate Part 2 report.

OFFICER APPROVAL

Chief Executive Officer

Signature  Date 14th February 2018