

RECORD OF DECISION

TITLE

Lease of part of Worcester Police Station to National Probation Service

Ref: PCC/D/2019/07

EXECUTIVE SUMMARY

In 2018 National Probation Service (NPS) co-location of its Worcester Office to the Worcester Castle Street Police Station was approved to improve inter-agency working, effectiveness and efficiency (see Decision Notice 2018/18). Refurbishment and works to some floors has been completed to create the additional capacity and a modern working environment. NPS' occupation requires a lease to regularise all agencies' rights and responsibilities.

PROPOSAL

To approve the issue of a lease to National Probation Service for their occupation and use of part of Worcester Police Station on terms and conditions acceptable to the Strategic Estates Manager with delegated authority to instruct Legal Services to complete the lease.

**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 co-location of NPS with West Mercia Police is part of a wider programme to encourage closer working and service improvement for clients.

The benefits are wide ranging and include:-

- Efficiency savings through co-location with partners.
- Improve information transfer to ensure clients receive an efficient service.
- Substantial reduction of Health & Safety risks to staff and visitors.
- Modernisation of facilities to support agile working and new technology.
- Installation of energy efficient plant and equipment to reduce power consumption and carbon emissions.

FINANCIAL COMMENTS

NPS will pay a pro-rata service charge to cover annual running costs. There will be a peppercorn rent, to promote a One Public Estate approach.

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

Signature *Audrey Chappell*

Date: 28th February 2019