



**RECORD OF DECISION**

**Accommodation Block Welfare Refurbishment Works**

Ref: PCC/D/2019/31

**EXECUTIVE SUMMARY**

Following a review of the welfare facilities in the Accommodation Block, it has become apparent that the current facilities available are not sufficient for residential staff and officers at Hindlip Park.

The purpose of the refurbishment is to enhance the provision of an improved kitchen area and rest room facilities for the residential staff and officers to provide adequate welfare facilities.

**PROPOSAL**

To instruct the chosen contractors to reconfigure and refurbish the existing kitchen area and adjacent bedroom, which would include a change of use for the bedroom.

**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**

Students Officers staying in the Accommodation Block have the option to purchase evening meals at their own expense off site or use the kitchen facilities provided within the Accommodation Block to prepare their meals. Many student officers choose to prepare food on site and often stay for a period of up to 12 weeks.

Although there are existing facilities available for use, the current facilities are not suitable or several reasons:

- The laundry of residential officers' clothes next to food preparation area is not ideal.
- There is limited space for officers to eat their prepared meals in the area, therefore officers have to eat in their rooms
- The only method of heating food is by a microwave, due to lack of ventilation, a cooker is currently not possible.
- Due to lack of a window and dated décor the room can seem very dark

The purpose of the refurbishment is to enhance the welfare facilities of residential staff and officers. The proposal will.

- Provide a cooker to allow residents to prepare healthier evening meals.
- Provide a separate laundry room for the residents.
- Remodel and upgrade the kitchen into a modern kitchen/diner space

An Options Report and detailed costings are contained in the separate Part 2 report.

### **FINANCIAL COMMENTS**

The estimated total refurbishment costs of £24,000, which include Project Management, Consultant and Building Regulation fees. The estimated cost of purchasing new white goods are £6,000. These costs total £30,000. These costs can be funded from the provision for the Investment in Estates Infrastructure Project set aside in the 2019/20 Capital Programme.

A number of contractors have provided costs within each discipline to obtain competitive costs and these costs have been interrogated and verified as acceptable by cost consultants and Place Partnership Limited.

### **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 . *A. [unclear]* .. *[unclear]* ..... Date *26.9.19* .....