

**RECORD OF DECISION**

**TITLE: Tenbury Wells SNO Relocation to Tenbury Fire Station**

**Ref: PCC/D/2021/30**

**EXECUTIVE SUMMARY**

The existing Police Station is under-utilised and there is the opportunity to co-locate with HWFRS at Tenbury Wells Fire Station, to make better use of the existing space. There are no other suitable partner buildings available within the area for co-location opportunities for the Safer Neighbourhood Office (SNO).

The existing Police Station can then be sold and the capital receipt used to support policing services. It is anticipated that the building and land will be used for residential purposes, subject to a successful Change of Use application with the Local Planning Authority.

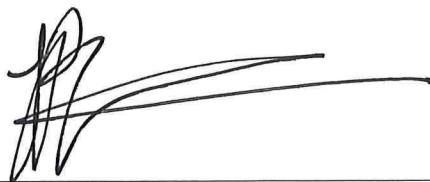
**PROPOSAL**

- 1) West Mercia Police Safer Neighbourhood Team (SNT) vacate Tenbury Wells Police Station and co-locate with Hereford & Worcester Fire & Rescue Service (HWFRS) at Tenbury Wells Fire Station. This is supported by Hereford & Worcester Fire & Rescue Service (HWFRS).
- 2) The existing Police Station be sold. The capital receipt and revenue savings generated by this will be used to support policing services.
- 3) The PCC to acquire the strip of land adjacent to the Police Station, which is currently owned by Worcestershire County Council, to assist with the sale of the existing Police Station.

**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

- 1 The existing Police Station is under-utilised and there is the opportunity to co-locate with HWFRS at Tenbury Wells Fire Station, to make better use of the existing space
2. There are no other suitable partner buildings available within the area for co-location opportunities for the SNO
3. Remaining in the current building will fail to realise the benefits of the move to the Fire Station and is not recommended
4. The move to the Fire Station is recommended for the reasons set out below.
  - Capital receipt will be generated from the sale of the Police Station.
  - Reduced revenue costs for both Police and Fire.
  - One-off capital payment will provide a new office for SNT as opposed to ongoing maintenance costs
  - Supports the Estates Rationalisation Programme.
  - Co-location opportunity, which supports the One Public Estate initiative
  - Makes better use of existing accommodation within the HWFRS estate
  - Provides newly refurbished office for SNT.
  - Provides newly refurbished kitchen area for both Police and Fire officers.
  - Security elements are maintained
  - On-site parking is available.
  - Operational benefits include: increased flexibility and visibility within the local area, the co-location fits within the core principles of JESIP (Joint Emergency Services Inter-operability Principles) and also represent an investment in staff wellbeing.
  - Provision set out within this report satisfy our requirements under the Data Protection Act
5. Capital funding of £48,500 would be required to
  - Enable the creation of a new office for the SNT within the first floor of the Fire Station.
  - Refurbish the existing kitchen area (this cost would be split equally with HWFRS)
  - Improve security provisions to adhere to the Force's security requirements.
  - Install new signage referencing HWFRS and West Mercia Police jointly (HWFRS to contribute to the costs of the external signage).
  - Provide ICT connectivity.
6. There is a small strip of land adjacent to the Police Station which is currently owned by Worcestershire County Council (WCC), which the PCC is holding

over (current rental is £465 p.a.). Negotiations are to be held with WCC for the acquisition of this land at a nominal value. Acquisition of the land will assist with the completion of the title of the asset, to prepare for the sale of the Police Station.

## **STRATEGIC CONSIDERATIONS**

This decision supports the following element(s) of the Safer West Mercia Plan:

- Putting Victims and Survivors First     Building a More Secure West Mercia  
 Reforming West Mercia                       Reassuring West Mercia's Communities

The decision supports the delivery of them through the following:

- Reforming West Mercia by providing improved accommodation for the Safer Neighbourhood Team. This will enable them to be more efficient and effective, whilst simultaneously reducing their annual running costs. By investing in the accommodation for officers and staff, this will safeguard the services that are currently provided and enable the provision of new ones as well to serve the public.
- Reassuring West Mercia's Communities by maintaining Police functions within the area, maintaining a continual and visible presence to the public. The facilities delivered will enable the police to deliver their duties, enable fast and immediate policing responses where needed and support partnership work with another emergency service.

## **FINANCIAL COMMENTS**

- Capital investment of £48,500 is required for refurbishing and fitting out new premises at Tenbury Wells Fire Station
- Funding has been identified from the Improvements & Relocations budget for the refurbishment works to the Fire Station to enable SNO to co-locate there.
- Legal fees for the purchase of the strip of land from Worcestershire County Council (estimated between £500 - £1,000).
- The Police Station could realise a capital receipt of between £190,000 to £240,000, depending on planning permissions and market values.

- Running costs for the Police Station were circa £6,500 p.a. in 2019 and £11,000 p a for 2020. These costs are predicted to increase due to the age and condition of the current Police Station if the building were retained
- If the proposal is approval, Heads of Terms will need to be finalised between the PCC and HWFRS. Based on the initial 16% floor space occupation, it is estimated that a revenue contribution for the service charge, which will cover utilities and ongoing maintenance costs for the Fire Station, would be in the region of £12,500 p a. This is yet to be finalised

### **TREASURER COMMENTS**

The capital expenditure will be funded from the existing SNT/SNO Relocations budget in the 2021/22 capital programme.

Whereas there will not be a revenue saving on premises running costs, the capital receipt will be used to fund the capital programme, thus reducing borrowing costs

### **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 14<sup>th</sup> September 2021