


CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2019-001	
Subject	S22A Agreement under the Police Act 1996 (as amended) for the provision of a Single 7 Force Procurement function between the Chief Constables and Police and Crime Commissioners from; Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Kent, Norfolk, and Suffolk
Decision	To sign the Decision Notice to sign the Sec 22A agreement to approve the collaboration agreement for the 7 Force Procurement Section 22A Agreement under the Police Act 1996 (as amended).
Decision Summary	<p>The Cambridgeshire Police and Crime Commissioner’s Business Co-ordination Board, meeting of the 24th January 2019 discussed and agreed to the proposal to create a single Procurement function. A single 7 Force Procurement Function under one leadership and governance structure (rather than the current three), will be better placed to enable, and maximise, the savings both now and in the future. This will be targeted through strategic and contractual harmonisation, exploiting synergy and aggregation of expenditure for goods and services across core services to the benefit of all the partners in the group.</p> <p>The Board approved that the Police and Crime Commissioner and the Constabulary should sign the updated Section 22A Agreement to effect the collaborative arrangements for the purpose of providing efficient and effective policing.</p>

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
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Background Papers	Business Coordination Board 24th January 2019
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Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

I confirm that I have reached the above decision after consideration of the facts above.

Signature		Date	24 / 1 / 19
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To: Business Coordination Board

From: Chief Executive and Chief Constable

Date: 24 January 2019

S22A Agreement - Single 7 Force Procurement Function

1. Purpose

- 1.1 The purpose of this report is to inform the Business Coordination Board (the “Board”) of the rationale, approach and timescales for the development and implementation of a single 7 Force Procurement Function and the associated legal framework, governance arrangements and Sec 22A agreement to collaborate the procurement function.

2. Recommendations

- 2.1 The Police and Crime Commissioner (“the Commissioner”) signs the Decision Notice to sign the S22A Agreement to approve the Section 22A Agreement for the collaboration agreement for the 7 Force Procurement

3. Background

- 3.1 The 7 Force Strategic Collaboration Programme, under the commission of the 7 Force Alliance identified Procurement as an area of business where the potential for enhanced collaboration is clear. There is a national mandate, delivered from Government to Forces, to seek “a broad and deep” collaboration in police procurement and recognition by the 7 Forces that wider benefits may be achieved through a more joined up approach to procurement
- 3.2 In July 2016, the 7 Force Alliance Summit approved a proposal for a two-stage process to create a single Procurement function. These included the initial appointment of a 7 Force Head of Strategic Procurement completed in March 2017, and subsequent development of an option for a single structural collaboration of the wider

procurement function. In July 2018, the 7 Force Alliance Summit approved a proposal for a 7 Force Single Procurement Function.

- 3.3 Under the existing structure each of the preferred partnerships (Bedfordshire, Cambridgeshire and Hertfordshire; Kent and Essex; Norfolk and Suffolk) deliver procurement through collaborated units. Within these preferred partnerships, duplication has been addressed, standardisation has begun across shared services, and expenditure on goods and services has been aggregated demonstrating that successful police service delivery, at reduced cost across traditional boundaries, can be delivered effectively and efficiently.

4.0 The single 7 Force procurement function

Key aspects of the new procurement function are the focus on a more commercial approach to delivery, operational efficiency and greater standardisation and interoperability across the 7 Forces. A single function will enable the capture of common business requirements from across the 7 Forces, allowing for a strategic overview of common procurement opportunities. This will reduce the level of duplicated effort and ensure opportunities to procure together are maximised. In turn ensuring benefits relating to economies of scale, joint contracting, procurement of single products rather than multiple variations, and increased efficiencies regarding contract management can occur where appropriate.

- 4.1 As a single 7 Force Procurement Function under one leadership and governance structure (rather than the current three), it will be better placed to enable, and maximise, the savings both now and in the future that can be targeted through strategic and contractual harmonisation, exploiting synergy and aggregation of expenditure for goods and services across core services to the benefit of all the partners in the group. This approach aligns with both the Policing Vision 2025 and the National Commercial Board's proposal to create a future commercial operating model for policing. A detailed plan will be developed to support the new function transitioning into a business as usual steady state. This will be overseen by the Strategic Procurement Governance Board.

5.0 Section 22A Agreement under the Police Act 1996

- 5.1 A Section 22A Agreement enables police forces and local policing bodies as defined in the Police Act 1996 (as amended) and other parties to make an agreement about the discharge of functions by officers and staff where it is in the interests of the efficiency or effectiveness of their own and other police force areas.
- 5.2 Historically a shared vision and informal memorandum of understanding has allowed the 7 Forces to achieve joint goals and objectives (i.e. procurement of Athena, Translation Services, and Forensic Science etc.). However, in order for the 7 Force Procurement Function to be more effective and to ensure sustainability and longer term confidence in the delivery of a robust approach to joint procurement, formal governance arrangements in the form of a Section 22a have been developed. The work completed to achieve the Section 22a includes the development of a harmonised set of Financial Regulations, Schemes of Delegation and Consent and Contract Standing Orders (CSOs) and updated governance arrangements. This brings the function under

a single set of governance, direction and control and provides the required legal framework for forces to collaborate. The content of the S22a has been agreed in principle by the Chief Executives and Chief Finance Officers. The process of final sign off will be happening between 16 and 29 January 2019, ahead of the Summit on the 29 January 2019.

6. Staff Consultation

- 6.1 The staff consultation period commenced on 5 December 2018 and is anticipated to end on 16 January 2019. The principles applied to the change management approach seek to minimise the impact on existing staff, retain existing knowledge and experience and provide maximum opportunity. The 7 Force project management team have received extensive feedback on the proposals and will be taking time at the end of the consultation period to give due consideration to the comments received.
- 6.2 The indicative timescale for commencement of the single 7 Force Procurement Function is April 2019 however this is subject to the outcomes of the staff consultation. We will be in a position to confirm commencement of the new single procurement function to staff and stakeholders at the end of the consultation phase.

7. Governance

- 7.1 A new Strategic Procurement Governance Board (SPGB) has been established. The Board is chaired by a nominated OPCC lead, and as a body it will set the strategic direction of the 7 Force Procurement Function on behalf of all OPCC's and Chief Constables. Membership of the Board consists of representation for OPCC's and Chief Constables of each force. The Board is not a decision making group on behalf of the corporations sole. It provides oversight to ensure that the agreed process of the 7F Procurement Service is adhered to by all partner forces and holds the service and partners to account. The 7 Force Strategic Procurement Governance Board reports into and takes direction from the 7 Force Alliance Summit. The governance arrangements enable and support PCCs and CCs to continue to deliver their respective Police and Crime Plans and fulfil their local responsibilities. Forces will continue to hold and be accountable for their own procurement spend

8.0 Recommendations

- 8.1 The Board is recommended to approve the termination of the Performance Working Group and the Finance Sub-Group. The Police and Crime Commissioner ("the Commissioner") signs the Decision Notice to sign the S22A Agreement to approve the Section 22A Agreement for the collaboration agreement for the 7 Force Procurement


BIBLIOGRAPHY

Source Document(s)	
Contact Officer(s)	Niki Howard , Director of Finance and Resources, Cambridgeshire Constabulary

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2019-002

Subject	Independent Members of Police Misconduct Panels – Re-appointment															
Decision	To approve the re-appointment of 14 Independent Members for Police Misconduct Hearings under The Police (Conduct) Regulations 2012 and for Cambridgeshire Office of the Police and Crime Commissioner to maintain the list of Independent Members on behalf of the Eastern Region Police and Crime Commissioners															
Decision Summary	<p>The Police (Conduct) Regulations 2012 (the “Regulations”) provide that Police and Crime Commissioners maintain a list of persons for nomination to misconduct hearings held under the Regulations and for those person to sit on misconduct hearings.</p> <p>The Member Misconduct Oversight Panel (MMOP), made up of representatives from the Eastern Region Offices of the Police and Crime Commissioners, recommends to the Cambridgeshire Police and Crime Commissioner that he re-appoints the following as Independent Members for a further term of five years with effect from 1st June 2019 to serve on the regional list of Independent Members for misconduct hearings:</p> <table data-bbox="408 1294 1358 1480"> <tr> <td>Jane Bevan</td> <td>Paul Harvey</td> <td>Victoria Miller</td> </tr> <tr> <td>Diane Carter</td> <td>Shirley Hurdle</td> <td>Simon Paley</td> </tr> <tr> <td>William Couves</td> <td>John Jones</td> <td>Rebecca Stephens</td> </tr> <tr> <td>Peter Gratton</td> <td>Sandra Marcantonio</td> <td>Margaret Walsh</td> </tr> <tr> <td>Richard Gutowski</td> <td>Elizabeth McEwan</td> <td></td> </tr> </table> <p>The attached report at Appendix 1 provides the detail regarding the re-appointment.</p> <p>The MMOP will continuously keep under review the need for any further recruitment to the Regional list of Independent Members.</p>	Jane Bevan	Paul Harvey	Victoria Miller	Diane Carter	Shirley Hurdle	Simon Paley	William Couves	John Jones	Rebecca Stephens	Peter Gratton	Sandra Marcantonio	Margaret Walsh	Richard Gutowski	Elizabeth McEwan	
Jane Bevan	Paul Harvey	Victoria Miller														
Diane Carter	Shirley Hurdle	Simon Paley														
William Couves	John Jones	Rebecca Stephens														
Peter Gratton	Sandra Marcantonio	Margaret Walsh														
Richard Gutowski	Elizabeth McEwan															

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	The Police (Conduct) Regulations 2012 http://www.legislation.gov.uk/uksi/2012/2632/contents/made 'Independent Members of Police Misconduct Panels – re-appointment', Cambridgeshire OPCC, January 2019 - Appendix 1

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner	
I confirm that I have reached the above decision after consideration of the facts above.	
Signature 	Date 21/1/19



INDEPENDENT MEMBERS OF POLICE MISCONDUCT PANELS – RE-APPOINTMENT

1. Purpose

- 1.1 The purpose of this report is to provide information regarding the re-appointment of Independent Members for Police Misconduct Hearings

2. Recommendations

- 2.1 The Police and Crime Commissioner signs the Decision Notice (CPCC 2019-002) to re-appoint 14 Independent Members for a period of five years from the 1st June 2019 and for the Cambridgeshire Office of the Police and Crime Commissioner to maintain the list of Independent Members on behalf of the Eastern Region Police and Crime Commissioners.

3. Background

- 3.1 The Police (Conduct) Regulations 2012 (the “Regulations”) provides that Police and Crime Commissioners maintain a list of persons nominated to police misconduct hearings held under the Regulations.
- 3.2 In 2014, the Eastern Region (Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Norfolk and Suffolk) Police and Crime Commissioners acted together to compile and maintain a list of such persons (known Independent Members) to sit on misconduct hearings held across the Region.
- 3.3 Accordingly 18 Independent Members were selected and appointed subject to terms set out in a Memorandum of Understanding to serve across the Region. The term of appointment, commencing on 1st June 2014, was for an initial five year period, subject to a further period of service, if agreed following review.

4. Issues for consideration

- 4.1 During 2018, the Member Misconduct Oversight Panel (MMOP), comprising officers from each of the offices of Police and Crime Commissioners across the Region, considered the arrangements for the recruitment of further Independent Members and/or the re-appointment of the current Independent Members.
- 4.2 Among the issues the MMOP considered were:
- the wishes of the current Independent Members in being re-appointed;
 - the number of hearings undertaken by each of the Independent Members;
 - the attendance of Independent Members at a training event in November 2017;

- feedback from the Professional Standards Departments (PSDs) across the Region as to the performance of any of the Independent Members from the misconduct hearings.

- 4.3 It became clear following a survey of the Independent Members wishes that, of the current 15 members serving and active, 14 of their number wished to be considered for re-appointment.
- 4.4 The number of hearings carried out by those 14 Independent Members over the first five years of appointment (as based on June 2018 data) ranged from between five and 10 hearings. This is in line broadly with thinking at the time of their appointment as to the number of cases anticipated.
- 4.5 All 14 Independent Members who wished to be re-appointed attended the training event in November 2018.
- 4.6 No negative feedback was received from any of the PSDs across the Region as to the performance of any of the 14 Independent Members.
- 4.7 In the light of these factors, the MMOP took the view that all 14 Independent Members should be recommended for appointment and further that there was no pressing need to progress to a recruitment process to secure further Independent Members. In this latter regard, the number of Independent Members required and the need for further recruitment would be kept under continuous review by the MMOP.
- 4.8 Accordingly it is now recommended that the 14 Independent Members as named below be re-appointed with effect from 1st June 2019 for a further five year term. Re-appointment decisions will be required from each of the participating Police and Crime Commissioners in the Region.

Jane Bevan	Paul Harvey	Victoria Miller
Diane Carter	Shirley Hurdle	Simon Paley
William Couves	John Jones	Rebecca Stephens
Peter Gratton	Sandra Marcantonio	Margaret Walsh
Richard Gutowski	Elizabeth McEwan	

- 4.9 As soon as each of the six Police and Crime Commissioners across the Region have made their final decision to appoint, new terms and conditions of appointment will be issues to each Independent Member who has been re-appointed.
- 4.10 The Independent Members are entitled to allowances and expenses as set out in their terms and conditions of appointment whenever they sit on a misconduct hearing.

BIBLIOGRAPHY

Source Document	The Police (Conduct) Regulations 2012 http://www.legislation.gov.uk/uksi/2012/2632/contents/made
Contact Officer	Aly Flowers, Senior Policy Officer, Cambridgeshire Office of the Police and Crime Commissioner

January 2019

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2019-003

Subject	Hampton Police Station
Decision	To seek approval for the proposed grant of a lease of part of Hampton Police Station to the Driver and Vehicle Standards Agency (DVSA).
Decision Summary	<p>The Cambridgeshire Police and Crime Commissioner’s Estates Sub Group meeting on the 6th November 2018 the group discussed and agreed to the proposal to grant a lease to the Driver and Vehicle Standards Agency for part of Hampton Police Station on the following Heads of Terms:</p> <ul style="list-style-type: none"> • Demise: First floor office (FO8) (approx. 70 sq m) with shared use of communal areas including kitchen/ rest room/ lift/ wcs and car park. • Term: 10 years contracted out of the Landlord and Tenant Act Pt II (no security of tenure). • Use: Enforcement Offices for use by DVSA only. • Rent: £16,500 per annum (inclusive of all costs). • Break Clause: Either party has the option to break on the 5th anniversary of the term on 6 months notice in writing. <p>This is an opportunity to generate income from an underutilised asset whilst supporting another public sector organisation.</p>

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Paper	Estates Sub Group meeting 6 th November 2018

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

I confirm that I have reached the above decision after consideration of the facts above.

Signature  **Date** 18/11/2019

To: Estates Sub Group

From: Elly McKee: Estate Management Surveyor

Date: 6th November 2018

Hampton Police Station: DVSA

1.0 Purpose

1.1 To seek approval to the grant of a lease of part of Hampton Police Station to the Driver and Vehicle Standards Agency.

2.0 Background

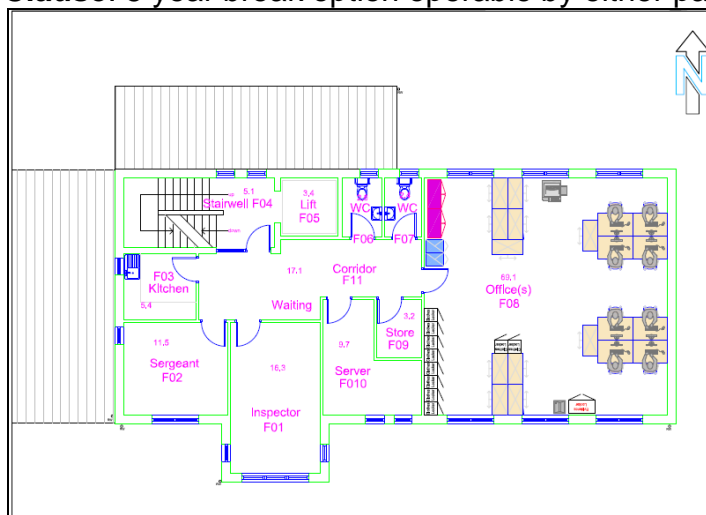
2.1 DVSA originally expressed interest in occupying space in Hampton Police Station in November 2016 when they were rationalising their own property portfolio.

2.2 Whilst Hampton PS was considered a viable option for their occupation we were unable to offer space at that time due to competing internal demands from change projects.

2.3 DVSA have recently contacted the OPCC office following concerns from their staff over moving to another site within the private rented sector. They consider Hampton PS to be their preferred site for relocation.

2.4 Initial discussions have taken place and DVSA are keen to proceed with a lease on the following main heads of terms:

- **Demise:** First floor office (approx. 70 sq m) with shared use of communal areas including kitchen/ rest room/ lift/ wcs and car park.
- **Term:** 10 years contracted out of the Landlord and Tenant Act 1954 Pt II.
- **Use:** Offices.
- **Rent:** £16,500 per annum (inclusive of all on costs).
- **Break Clause:** 5 year break option operable by either party.



- 2.5 All other heads of terms are to be agreed following a site visit scheduled for 13th November 2018.
- 2.6 Should DVSA wish to proceed following the site visit it is anticipated that early occupation will be required.

3.0 Summary

- 3.1 This is an opportunity to generate income from an underutilised asset whilst supporting another public sector organisation.

4.0 Recommendation

- 4.1 That ESG approve the grant of the lease for 10 years on the basis of the main terms outlined in 2 above with all other heads of terms to be signed off by the s151 Officer.

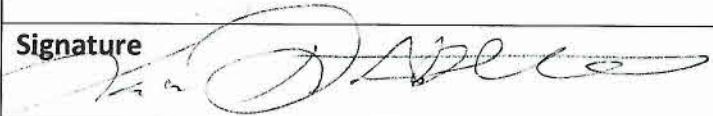
Bibliography

Source Document(s)	Contact Officer	Location
Estate Management – Property Files	Elly McKee(Estates Management Surveyor) or 01480 422423 (EM)	Cambridgeshire Constabulary

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2019-004

Subject	Policing precept of Council Tax and annual revenue budget 2019/20
Decision	To issue precept and approval annual revenue budget for 2019/20
Decision Summary	<p>In accordance with paragraph 2 of Schedule 5 to the Police Reform and Social Responsibility Act 2011 (the “Act”), the Cambridgeshire Police and Crime Commissioner (the “Commissioner”) notified the Cambridgeshire Police and Crime Panel (the “Panel”) of the proposed policing element of the Council Tax for 2019/20 in a report to the Panel dated 30th January 2019.</p> <p>In the same report the Commissioner also notified the Panel of his proposed budget for 2019/20.</p> <p>The Commissioner’s report to the Panel proposed that the policing precept would be £23.94 which would increase the Band D Council Tax rate from £198.72 in 2018/19 to £222.66 in 2019/20.</p> <p>The Panel’s report dated 1st February 2019 agreed to endorse the precept proposed by the Commissioner.</p> <p>In accordance with paragraph 3 of Schedule 5 to the Act, the Commissioner gave his formal response to the Panel’s report in a letter to the Chair of the Panel dated 1st February 2019. The Commissioner published his response on his website.</p> <p>The Commissioner issued the precept for 2019/20 in accordance with paragraph 5 of Schedule 5 to the Act.</p> <p>The Commissioner approved the 2019/20 budget for policing in Cambridgeshire for £147.9 million.</p>

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	<p>'Precept Report 2019/20', Agenda Item 6.0, Cambridgeshire Police and Crime Panel, 30th January 2019</p> <p>https://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&MId=4212&Ver=4</p> <p>'Recommendation following consideration of the report from the Police and Crime Commissioner on the precept 2019/20', Police and Crime Panel report, 1st February 2019</p> <p>https://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&MId=4212&Ver=4</p> <p>Police and Crime Commissioner's formal response to Police and Crime Panel's report</p> <p>http://www.cambridgeshire-pcc.gov.uk/work/decisions/</p>

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner	
I confirm that I have reached the above decision after consideration of the facts above.	
Signature 	Date 5-2-19

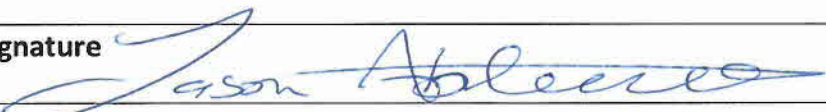
CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2019-005

Subject	Land at Enterprise Way, Bretton, Peterborough
Decision	To seek approval to the disposal of the freehold interest.
Decision Summary	<p>At the Cambridgeshire Police and Crime Commissioner’s Estates Sub Group meeting on the 24th January 2019 the group discussed and agreed to the proposal to dispose of the freehold interest of land at Enterprise Way, Bretton. The site comprises 3.24 acres of land located 2km to the north west of Peterborough city centre. The site was originally marketed July 2011 with very little interest.</p> <p>An offer for the freehold purchase of the site has been made and accepted which will realise a similar figure to the purchase price. This is an opportunity to generate significant receipt from an unconditional offer with ah 6 -8 week contract exchange.</p> <p>Approval was given to the disposal of the Freehold interest for a minimum price of £850,000 with all other agreed terms to be signed off by the s151 Officer and Police and Crime Commissioner</p>

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Paper	Estates Sub Group meeting 24 th January 2019

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

I confirm that I have reached the above decision after consideration of the facts above.

Signature  **Date** 31-1-19.

To: Estates Sub Group

From: Elly McKee: Estate Management Surveyor

Date: 24th January 2019

Land at Enterprise Way, Bretton, Peterborough

1.0 Purpose

1.1 To seek approval to the disposal of the freehold interest.

2.0 Background

2.1 The site comprises 3.24 acres of land located some 2 km from the NW of Peterborough City Centre and in close proximity to the A47 Peterborough ring road.



2.2 The site is accessed via rights of access over adjoining land to both the front and rear of the site. Bretton Industrial Area consists of the usual business uses. The site comprises an undeveloped Greenfield site which was previously used as sports pitches.

2.3 The site was originally acquired in January 2006 for £850,000 (which devalues to £262,345 per acre).

2.4 The site was identified as a General Employment Area within the Local Plan and planning permission was originally acquired for use as a Police Investigation Centre (sui-generis) which did not proceed.

2.5 The site was marketed from July 2011 with very little interest. Offer of £500,000 received from Eagle Foods in May 2012 equating to £155,000 per acre. This offer was reflective of the market at the time where there was little demand for sites over 1 acre as speculative

development was rare due to oversupply and difficulty securing finance.

- 2.6 The Police Authority declined the offer wanting to await improvement in the market. Subsequently the Police and Crime Commissioner confirmed that the site value should be kept under review until such time the disposal of the freehold of the site could realise a similar figure to the purchase price.
- 2.7 A temporary (5 year) planning consent for use of the land as a lorry and trailer park was granted on 24 August 2017 when the leasing of the site was under consideration. This did not proceed as the temporary nature of the consent prevented reasonable pay back on expenditure required on initial capital works.
- 2.8 In 2016 the right of access to the front of the site was acknowledged (through our solicitors) by the adjoining owner despite him blocking the right of access with cars being sold from his adjoining business premises. It was considered appropriate to await further detail of the potential use of the site before physically claiming the right of access.

3.0 Current Position

- 3.1 An offer for the Freehold purchase of the site has been made on the following terms:
 - **Proposed Purchaser:** Commercial in confidence.
 - **Purchase Price:** £850,000 subject to contract **only**.
 - **Finance:** Cash purchase
 - **Planning:** Unconditional
 - **Programme:** Exchange contracts/complete within 4 to 6 weeks.
 - **Use:** Speculative development of small industrial units (proposed purchaser currently developing a similar scheme in Lincoln).
- 3.2 The proposed purchaser's solicitor has already carried out a thorough review of the title and planning history.
- 3.3 Julian Welch of Barker Storey Matthews has been providing 6 monthly reviews of this site in full knowledge that we will only be in a position to market the site when values reach the levels at which we acquired it. He advises that the market is healthy for freehold land with a distinct lack of supply. The subject site does, however, have its limitations with a slope to the railway line, access issues with the school using the road for parking and have erected entrance gates and the lack of services. In addition, it has a limited planning use (temporary 5 year consent for lorry storage) and any purchaser would need to take a view on achieving a better planning consent.

If the site was subject to full marketing there is a chance that £850,000 could be exceeded but the access would be a limiting factor.

4.0 Summary

- 4.1 This is an opportunity to generate a significant capital receipt from an unconditional offer with a 6-8 week contract exchange. Regular reviews have ensured the market has been tracked and that this is a fair and reasonable offer.
- 4.2 In the event that the sales does not proceed it is evidenced that a similar offer might be achievable following formal marketing. This would, however, take significantly longer and is likely to be subject to planning.

5.0 Recommendation

- 5.1 That ESG approve the disposal of the freehold interest in the site for a minimum price of £850,000 with all other agreed terms to be signed off by the s151 Officer and Police and Crime Commissioner.

Bibliography

Source Document(s)	Contact Officer	Location
Estate Management – Property Files	Elly McKee(Estates Management Surveyor) or 01480 422423 (EM)	Cambridgeshire Constabulary


CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2019-006

Subject	Option Agreement for Cambridgeshire Southern Police Station
Decision	To seek approval to the signing of an Option Agreement to Purchase Land for the Cambridgeshire Southern Police Station
Decision Summary	<p>In March 2018 the Business Coordination Board (the “Board”) endorsed work to progress proposals to provide a new facility for a Cambridgeshire Southern Police Station. It was agreed that the way forward was to complete a Full Business Case and explore options to purchase land including resolving any planning and design issues as required. The proposed changes were shared with the public.</p> <p>The February 2019 Cambridge Southern Police Station Project Board meeting considered the emerging Full Business Case which included a site search rationale. This clearly identified a preferred area and highlighted limited site availability within the required location.</p> <p>Against this background an Option Agreement, which could enable the purchase of land, for the Cambridgeshire Southern Police Station has been agreed. The completion of the Option Agreement provides the ability for due diligence on the land to be progressed.</p> <p>Work continues to evaluate all other opportunities within the defined location in line with the emerging Full Business Case. This final Full Business Case will be reported to the Board following consideration by the Project Board.</p>

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Paper	'Option Agreement for Cambridgeshire Southern Police Station, Agenda Item 11.0, Business Co-ordination Board, 28 th February 2019

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

I confirm that I have reached the above decision after consideration of the facts above.

Signature		Date	1-3-19.
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Creating a safer
Cambridgeshire

To: Business Coordination Board

From: Chief Constable

Date: 28 February 2019

OPTION AGREEMENT FOR CAMBRIDGESHIRE SOUTHERN POLICE STATION

1. Purpose

1.1 The purpose of the report is provide the Business Co-ordination Board (the “Board”) with background to the Option Agreement for Cambridgeshire Southern Police Station.

2. Recommendation

2.1 The Board is recommended to note the report and that the Commissioner signs the Decision Notice.

3. Background

3.1 In March 2018 the Board endorsed work to progress proposals to provide a new facility for a Cambridgeshire Southern Police Station. The new building will replace the existing accommodation at Parkside, including custody. It will provide modern functional accommodation specifically designed to meet the current and changing requirements of policing and the Home Office Custody Design Guide.

3.2 A public contact point will continue to be provided in Cambridge City Centre.

3.3 The March 2018 Board also agreed that the way forward was to complete a Full Business Case and explore options to purchase land including resolving any planning and design issues as required. The proposals were shared with the public.

3.4 The February 2019 Cambridge Southern Police Station Project Board (the “Project Board”) meeting considered the emerging Full Business Case which included a site search rationale. This clearly identified a preferred area and highlighted limited site availability within the required location.

3.5 A link to the site search rationale can be found in the ‘Site Search Rationale for Cambridgeshire Southern Police Station’ (as given at Appendix 1) and includes:

- An analysis of arrest numbers and locations within Cambridgeshire
- Travel time and cell availability
- Future developments shown in the Cambridge Local Development Plan
- Site analysis matrix

3.6 Work continues to evaluate all other opportunities within the defined location in line with the emerging Full Business Case.

4. The Option Agreement

4.1 The following Heads of Terms have been incorporated into an Option Agreement which could enable the purchase of land within the preferred area:

- The option fee is £20,000
- The option period is 3 years
- The Police and Crime Commissioner is entitled to purchase up to 8 acres of land during the option period.
- The land is to be used for the construction of a Police Station or other building for use by the public sector.
- Access to the land is available during the option period to inspect and carry out surveys.

5. Way Forward

5.1 The completion of the Option Agreement provides the ability for due diligence on the land to be progressed.

5.2 The final Full Business Case will be reported to the Board following consideration by the Project Board.

6. Recommendation

6.1 The Board is recommended to note the report and that the Commissioner signs the Decision Notice.

BIBLIOGRAPHY

Source Document	'Site Search Rationale for Cambridgeshire Southern Police Station', Pick Everard, 18 th February 2019 – Appendix 1 Cambridgeshire Constabulary Estate Management – Project Files
Contact Officers	Colin Luscombe, Director of Estates and Elly McKee, Estate Management Surveyor, Cambridgeshire Constabulary

PICK EVERARD



Site Search Rationale

for

Cambridgeshire Southern Police Station

Cambridgeshire Police



Police and Crime Commissioner
CAMBRIDGESHIRE AND PETERBOROUGH



Creating a safer
Cambridgeshire

Document History

Issue	Date	Comment	Author	Chk'd
01	12.02.19	First issue	EKM	SCW
02	18.02.2019	Draft issue to Project Board	EKM	JLM



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1.0 Introduction

1.1 Purpose of this document

The aim of this document is explain the process behind the site selection for the new Cambridgeshire Southern Policing Station.

The Site Search Rational paper provides a clear description of the process adopted to find a suitable site for the relocation of Parkside Custody facility and supporting functions to a new site.

2.0 Process

2.1 Arrest hotspots

An analysis was undertaken of arrest numbers and locations within Cambridgeshire between October 2016 and October 2018 and the location of arrest was mapped.

Locations that had 25 or fewer arrests within the two-year period were not considered to be of high importance when choosing a new site, therefore, were not included on the map. Where arrest numbers were over 25 a colour coding system was used:

- Yellow: 25-50 arrests
- Orange: 51-100 arrests
- Red: 101+ arrests.

Due to arrest numbers being high in Cambridge City as a whole, the individual locations in the city were not mapped. The locations mapped are where detainees are most commonly brought to Parkside custody over Thorpe Wood or Kings Lynn.

2.2 Travel time and available cells

Although response time is of high importance, it is unlikely that officers will be responding from the custody facility. An officer will attend to a call whilst on patrol or from the location of a previous call.

From the moment of arrest the detainee can only be held for 24 hours before they need to be charged or released. To enable the investigation team as much time as possible with the detainee it is imperative that no time is wasted on the journey to custody.

Another key aspect that highlights the importance of minimal travel times is the safety of officers and detainees whilst in transit. Extended travel time and distance increases risk of potential harm during transfer from point of arrest to point of detention. This risk needs to be kept to a minimum. Therefore, travel time in this situation is from the place of arrest to custody, rather than response time from custody.

The designated search area for the new site ensured that travel time from point of arrest to custody would be within the 30 minutes transfer time.

2.2.1 Existing custody

Custody in Cambridgeshire is covered by Thorpe Wood, Kings Lynn and Parkside with two contingency suites; March and Huntingdon, as shown in Appendix A, for known busy periods or planned maintenance.

Thorpe Wood and Kings Lynn had their travel times mapped to display the area within a 30 minute travel zone.

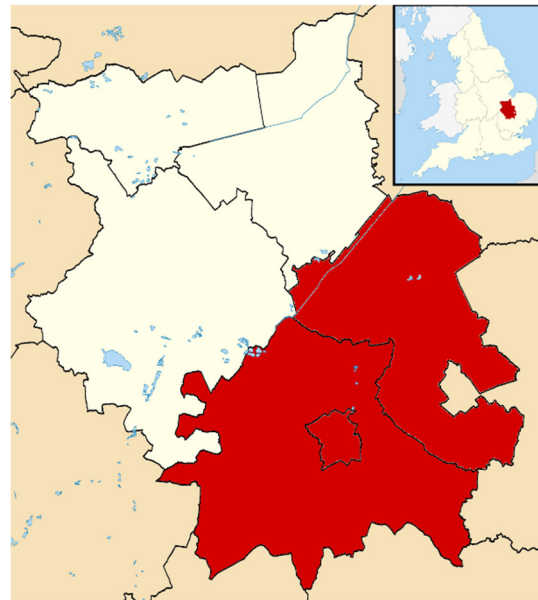
The area of site search was further mapped by identifying the locations of the County not within the Thorpe Wood/Kings Lynn 30 minute zone. This resulted in the triangular zone of search, which would provide a location for any new custody facility, that would provide optimal regional coverage.

2.3 Cambridge Local Development Plan

Cambridgeshire is divided into local authorities, there are five district councils; Cambridge City Council, South Cambridgeshire District Council, East Cambridgeshire District Council, Huntingdonshire District Council and Fenland Council, and Peterborough acts as a separate unitary authority.

The Cambridgeshire Southern Police Station is to primarily serve Cambridge City, South Cambridgeshire and East Cambridgeshire (highlighted red). Due to the highest demand being in Cambridge City and south Cambridgeshire area these Local Plans were evaluated. The Local Plans in place for Cambridge City Council and South Cambridgeshire District Council advises on the Councils vision, policies and proposals for the future development and land use within their borders to 2031. Between the two Local Plans there were 5 housing developments of interest to the project;

- Clay Farm- 2,250 dwellings,
- Cambourne- 2,350 dwellings,
- Bourn Airfield- 3,500 dwellings,
- Waterbeach- 9,000 dwellings, and,
- Northstowe- 10,000 dwellings.



Cambridgeshire district council's division

2.4 The site area

The sites of future housing developments were taken into consideration, as an increase in housing and therefore population, is predicted to increase police demand.

The search area [Appendix B] of the site sits on the north border of Cambridge city within a road network comprising of A and M classified roads. This area is desired as it increases accessibility to the custody throughout the county, meeting operational needs.

The following factors: arrest hotspots, travel time, future developments, and increased demand, are all linked in the search for a new site and shown within the green shaded triangular area.

3.0 Site Analysis Matrix

The planning consultant and land agent were provided with the search area and requested to find appropriate sites for the new police station. The site analysis matrix will act as a filter system to dismiss unsuitable sites that do not meet Cambridgeshire Constabulary's operational needs as set out in their aims and objectives for the project. The site analysis consists of three stages;

- **Stage I** - Initial site assessment; The desired outcome of stage I is to reduce the number of sites that are too remote with poor access and will result in longer travel times.

- **Stage 2** - Detailed site assessment; Stage 2 goes into depth and has more specific criteria. This stage focuses on excluding sites that could result in avoidable costs to the project, whilst taking into consideration staff and public. The scoring system allows for fair and transparent site comparison aligned to the clients aims and objectives.
- **Stage 3** - Due diligence; Stage 3 is a detailed due diligence of a minimum 3 sites that meet the client's operational needs.

Each stage is detailed below:

3.1 Stage 1

- **Planning;** The planning criteria looks at the sites designated use to ensure a smooth planning application process. Ideally the site would be designated for C2A (Secure Residential Institution) usage/development in the Local Plan, in the case of limited or no C2A sites, the next best classification is a B2 (general industrial) site. However, due to an operational requirement to be within the search area it encompasses a range of sites including areas of Greenbelt.
- **Location and infrastructure;** as mentioned previously, travel times need to be minimal for the safety of the officers and the detainee. This means the site will require access to main roads which should in turn allow coverage to a large percentage of arrest hotspots. This criterion aims to eliminate sites that are too remote or only have access to limited routes covering Cambridgeshire.

3.2 Stage 2

- **Legal;** Covenants on the land were checked to ensure that there are no restrictions on the land, such as an easement, and if there are that they are manageable, and will not hinder the development of the project.
- **Planning;** the planning section is used to disregard sites with heavy restrictions such as Tree Preservation Orders (TPOs), listed buildings and conservation areas, which would impact on design proposals.
- **Size, shape and massing;** Size, shape and massing are covered to reduce the chance of a site that is undevelopable being chosen. It aims to find a site suitable for a 2-storey police station that makes best use of land but has provision for future expansion.
- **Land;** The criteria under land has been designed to avoid sites that could have an unnecessary negative impact upon the project, such as existing use, archaeological issues, flood risk, ecology issues, and services, can result in excessive costs and delays to the project.
- **Location and infrastructure;** The final section in stage 2 concentrates on the proximity of the site to other neighbours and the ease of access to public transport. The aim is to find a site that is separate from sensitive neighbours but can provide convenient access points for police vehicles and to an environment that allows staff and released detainees access to public transport and amenities. This can achieve cost savings as Cambridgeshire Police may not need to provide some on site staff facilities, if these are readily available in the locality.

3.3 Stage 3

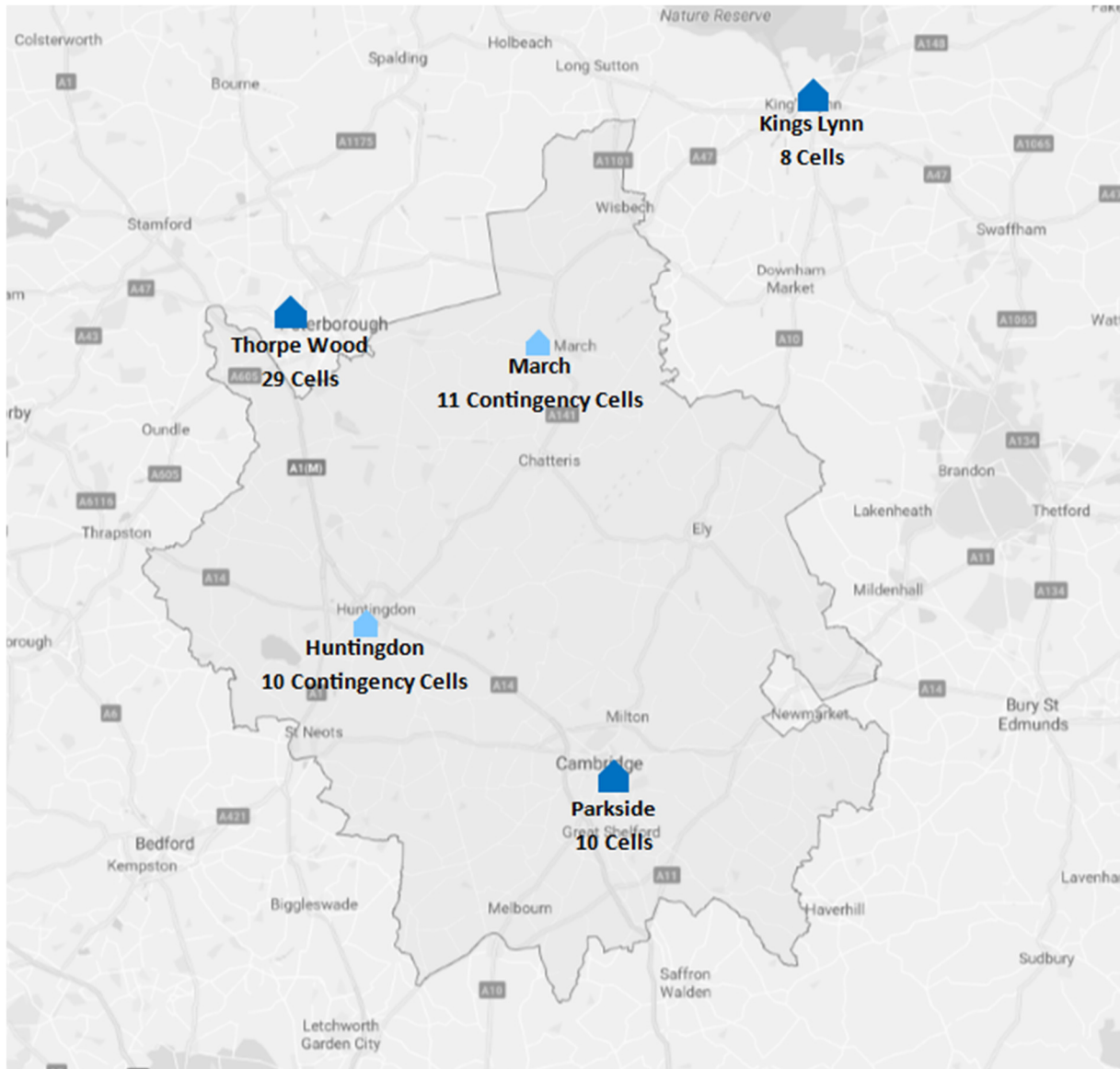
This stage will concentrate on a minimum of 3 specific sites to evaluate whether the site can meet the clients needs within the budget and time frame. It may preferable to visit these sites, to assess and compare before making a final site choice.

4.0 Summary

This approach has been adopted to support any potential planning challenges and to ensure that there is complete transparency regarding the spending of public monies.

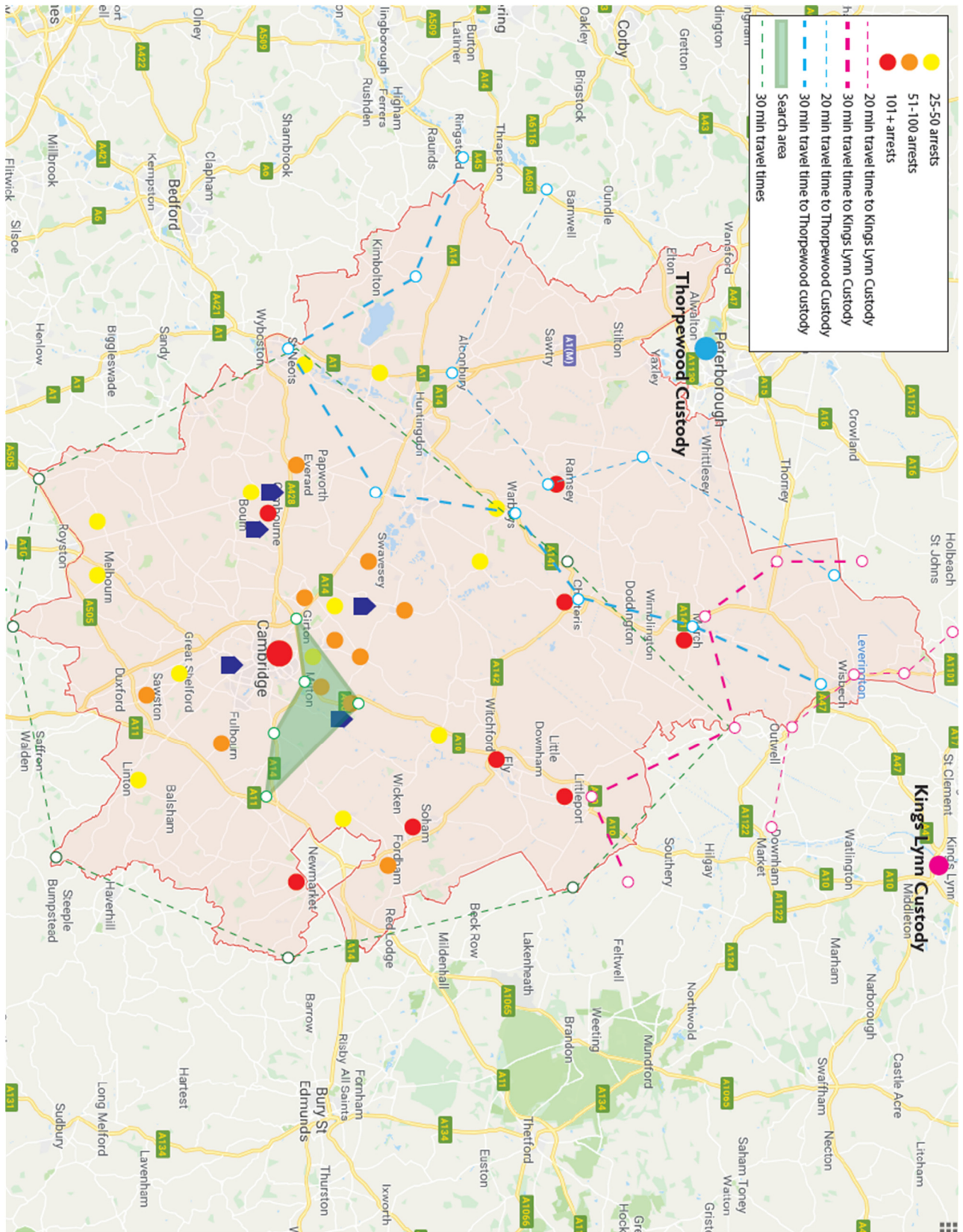
Appendix A

Existing custody provision



Appendix B

Site Search Map



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